

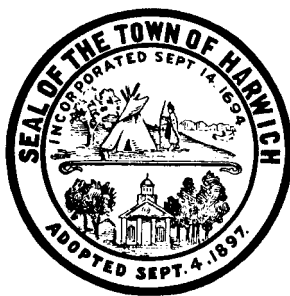
2019 ANNUAL REPORT

OF THE

OFFICERS OF THE TOWN OF

HARWICH

FOR THE YEAR ENDING DECEMBER 31, 2019



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IN MEMORIAM

2019

EDWIN J. JAWORSKI
School Committee
Recreation and Youth Commission
Girls Varsity Basketball Coach Harwich High School
Teacher/Counsellor Harwich Middle School

ROBERT MARSHALL
Harwich Utility and Energy Conservation Committee

JOYCE PETITT ROCHE
Channel 18

CHESTER A. BERG
Board of Health

ANNE C. LEETE
Harwich School System

JUDITH DAVIS
Election Worker

ANNE W. DOANE
Harwich School System

BARRY ALBERT KNOWLES
Brooks Academy Museum Commission

*We remember those who have passed away and are grateful
for their years of faithful service given to the Town of Harwich*

GIFTS TO THE TOWN 2019

Victor Petkauskos

Cape Destinations

Ora Gaylord Arooth Trust

Harwich Garden Club

Jim Hilliard and Christine Rodriques

Friends of the Harwich Council on Aging

Harwich Cranberry Festival

Harwich Town Band

Cynthia Hartman

Deb Oakley

***With gratitude for your thoughtfulness and generosity
on behalf of the residents of the Town of Harwich.***

ADMINISTRATION

Elected Town Officers - 2019

BOARD OF SELECTMEN

Larry G. Ballantine, Chair	Term expires May 2020
Edward J. McManus, Vice Chair	Term expires May 2021
Stephen P. Ford, Clerk	Term expires May 2022
Michael D. MacAskill	Term expires May 2022
Donald F. Howell	Term expires May 2020

BOARD OF TRUSTEES - BROOKS FREE LIBRARY

Mary Warde, Chair	Term expires May 2020
Joan McCarty, Vice Chair	Term expires May 2021
Bernadette Waystack	Term expires May 2022
William D. Crowell, Treasurer	Term expires May 2022
JoAnne Brown	Term expires May 2020
Jeannie S. Wheeler	Term expires May 2021
Kathleen Remillard, Secretary	Term expires May 2021
Recognition to: Ann Emerson	

BOARD OF WATER COMMISSIONERS

Judith Underwood	Term expires May 2022
Gary Carreiro, Chair	Term expires May 2021
Allin P. Thompson	Term expires May 2020

BARNSTABLE COUNTY ASSEMBLY OF DELEGATES – ELECTED

Elizabeth Harder	November 2020
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HOUSING AUTHORITY

Mark Kelleher, Vice Chair	Term expires May 2022
Judith Underwood	Term expires May 2020
Kimberly Bourgea, Treasurer	Term expires May 2021
State Appointee: Sandra Woodbridge, Chair	Term expires May 2021
Executive Director: John Stewart	
Recognition to: Randall Pond	

MODERATOR

Michael D. Ford, Esq.

Term expires May 2021

MONOMOY REGIONAL SCHOOL COMMITTEE

Sharon Stout

Term expires May 2020

Robert T. Russell

Term expires May 2021

Tina Games, Vice Chair

Term expires May 2022

Meredith Henderson

Term expires May 2020

TOWN CLERK

Anita N. Doucette, MMC/CMMC

Term expires May 2022

APPOINTED BY THE MODERATOR

CAPE COD REGIONAL TECHNICAL HIGH SCHOOL DISTRICT COMMITTEE

Robert J. Furtado

Term expires May 2022

Lyman E. Culver

Term expires May 2020

FINANCE COMMITTEE

Jack Brown, Chair

Term expires June 30, 2020

Thomas Sherry

Term expires June 30, 2020

Mark Ameres

Term expires June 30, 2020

Daniel Tworek

Term expires June 30, 2021

John Chorey

Term expires June 30, 2022

Angelo S. La Mantia

Term expires June 30, 2022

Dale Kennedy

Term expires June 30, 2021

SURVEYOR OF WOOD & LUMBER

Ray Chesley

Term expires May 2020

CALEB CHASE FUND, TRUSTEES

James Simpson, Esq.

Term expires May 2021

Robert Doane

Term expires May 2020

Paul V. Doane

Term expires May 2020

APPOINTED BY THE BOARD OF SELECTMEN

BARNSTABLE COUNTY COASTAL RESOURCES COMMITTEE

John Rendon, Regular Member / Representative

Term Indefinite

Mark Russell, Alternate Member / Representative

Term Indefinite

**BARNSTABLE COUNTY HEALTH & HUMAN SERVICES AND
ENVIRONMENT - RABIES TASK FORCE**

Meggan Eldredge, RS, CHO - Alternate Representative

**BARNSTABLE COUNTY “HOME” CONSORTIUM
ADVISORY COUNCIL**

Art Bodin

Term expires January 15, 2020

**BARNSTABLE COUNTY WASTE MANAGEMENT
ADVISORY COMMITTEE**

Lincoln S. Hooper

Term expires June 30, 2020

CAPE COD COMMISSION REPRESENTATIVE

Jacqueline Etsten

Term expires April 24, 2023

**CAPE COD JOINT TRANSPORTATION
COMMISSION REPRESENTATIVE**

Lincoln Hooper

Term expires June 30, 2020

Griffin Ryder, Alternate Representative

Term expires June 30, 2020

CAPE COD REGIONAL TRANSIT AUTHORITY REPRESENTATIVE

Griffin Ryder, Town Engineer

Term expires June 30, 2019

CAPE LIGHT COMPACT REPRESENTATIVE

Valerie Bell

CEMETERY ADMINISTRATOR

Robbin Kelley

CHIEF OF POLICE

Chief David Guillemette

COUNCIL OF SEMASS COMMUNITIES

Lincoln Hooper

Term Indefinite

Michael Kiernan, Alternate

Term Indefinite

EMERGENCY MANAGEMENT DIRECTOR

Lee Culver

FINANCE DIRECTOR/TOWN ACCOUNTANT

Carol Coppola, CPA, CFE

FIRE CHIEF

Chief Norman Clarke

FOREST WARDEN

Norman Clarke, Fire Chief

Term to expire June 30, 2020

HARBORMASTER/NATURAL RESOURCES OFFICER/ WHARFINGER/SHELLFISH CONSTABLE

John Rendon, Harbormaster

Term expires June 30, 2020

Heinz M. Proft, Natural Resources Director

Term expires June 30, 2020

HAZARDOUS MATERIALS COORDINATOR

Norman Clarke, Fire Chief

Term to expire June 30, 2020

HEALTH OFFICER

Meggan Eldredge, RS, CHO

Term to expire June 30, 2020

MUNICIPAL COORDINATOR FOR TOXIC WASTE

Norman Clarke, Fire Chief

Term to expire June 30, 2020

OIL SPILL COORDINATOR

Norman Clarke, Fire Chief

Term expires June 30, 2020

RIGHT-TO-KNOW COORDINATOR FOR HAZARDOUS MATERIALS

Captain Brian Coughlin

Term expires June 30, 2020

TOWN COUNSEL

Kopelman & Paige, P.C.

Term Indefinite

TOWN COUNSEL – SPECIAL REAL ESTATE MATTERS

James E. Coppola, Esq.

Term Indefinite

LABOR COUNSEL

Feeley & Brown

Term Indefinite

AFFORDABLE HOUSING TRUST

Judith Underwood

Term expires June 20, 2021

Larry Brophy

Term expires June 30, 2020

Brendan Lowney

Term expires June 30, 2022

Don Howell, Selectmen

Term expires June 30, 2022

Recognition to: Christopher Clark

AGRICULTURAL COMMISSION

Aaron Gingras	Term expires June 30, 2022
Angela McNamara	Term expires June 30, 2020
Mark J. Coleman	Term expires June 30, 2020
Wayne Coulson	Term expires June 30, 2021
Brent Hemeon, Alternate member	Term expires June 30, 2020

BIKEWAYS COMMITTEE

Francis Salewski, Chairman	Term expires June 30, 2021
Andrew Docken	Term expires June 30, 2022
Paul Gazaille	Term expires June 30, 2020
Eric Levy	Term expires June 30, 2020
Richard Kaiser	Term expires June 30, 2021
Charles Walkey	Term expires June 30, 2021

BOARD OF APPEALS

David Ryer, Chair	Term expires June 30, 2021
James T. Hilliard	Term expires June 30, 2020
Kathleen Muller	Term expires June 30, 2020
Al Donoghue	Term expires June 30, 2020
Michael Cupoli, III, Alternate	Term expires June 30, 2022
James Armstrong, Alternate	Term expires June 30, 2021
Christopher Murphy, Alternate	Term expires June 30, 2020
Recognition to: Dean Hederstadt, Meghan Mahieu	

BOARD OF ASSESSORS

Richard Waystack, Chair	Term expires June 30, 2021
Bruce Nightingale	Term expires June 30, 2020
Jay Kavanaugh	Term expires June 30, 2022

BOARD OF HEALTH

Sharon Pflieger	Term expires June 30, 2022
Ronald Dowgaillo, D.M.D.	Term expires June 30, 2022
Pamela Howell, R.N., Chair	Term expires June 30, 2021
Dr. Matthew Cushing	Term expires June 30, 2021
Matt Antoine	Term expires June 30, 2020
Matthew Cushing	Term expires June 30, 2020
Recognition to: Cynthia Bayerl, Frank Boyle	

BOARD OF REGISTRARS

Dorothy Hemmings	Term expires June 30, 2022
Dorothy Parkhurst	Term expires June 30, 2020
Raymond Gottwald	Term expires June 30, 2021
Deborah Sementa Assistant Registrar	Term expires December 20, 2020
Recognition to: Susan Mills	

BROOKS ACADEMY MUSEUM COMMITTEE

David Spitz, Chair	Term expires June 30, 2022
Debora Miller	Term expires June 30, 2020
Sandra Hall, Vice Chair	Term expires June 30, 2021
Janet Cassidy	Term expires June 30, 2021
Peggy Rose, Clerk	Term expires June 30, 2021
Recognition to: Barry Knowles	

BY-LAW / CHARTER REVIEW COMMITTEE

Tina Games	Term expires June 30, 2020
Recognition to: Katie O'Sullivan, Deborah Sementa, Carol Thayer, Sandra Hall, Anita Doucette, Town Clerk	

CAPITAL OUTLAY COMMITTEE

Bruce Nightingale (Selectmen)	Term expires June 30, 2022
Joseph McParland (Planning Board)	Term expires June 30, 2020
Peter Wall (Town Administrator)	Term expires June 30, 2020
Richard Larios, Chair (Town Administrator)	Term expires June 30, 2020
Angelo La Mantia	Term expires June 30, 2021
Noreen Donahue	Term Expires June 30, 2021
Recognition to: Dana DeCosta, Christopher Harlow	

CEMETERY COMMISSION

Steven Connor	Term expires June 30, 2020
Cynthia Eldredge, Chair	Term expires June 30, 2021
Recognition to: Karen Young	

COMMUNITY CENTER FACILITIES COMMITTEE

Ralph Smith (Council on Aging)	Term expires June 30, 2022
Brian Power	Term expires June 30, 2020
Lee Culver, Chairman (Recreation)	Term expires June 30, 2020
Angela Chilaka	Term expires June 30, 2021
Sean Libby, Building Maintenance Director	

COMMUNITY PRESERVATION COMMITTEE

Joseph McParland, Jr. (Housing Committee)	Term expires June 30, 2021
John Ketchum (Conservation)	Term expires June 30, 2020
Robert Doane (Historic District Historical Commission)	Term expires June 30, 2020
Mary Maslowski, Vice Chair (Planning Board)	Term expires June 30, 2020
Donna J. Kalnick (Selectmen)	Term expires June 30, 2021
David Nixon, Chair (Recreation & Youth)	Term expires June 30, 2021
Joseph Donovan (Ex-officio Real Estate and Open Space)	Term expires June 30, 2020
Kim Borgea (Housing Authority)	Term expires June 30, 2020
Recognition to James Atkinson, Kathy Green , Russell Pond, Cindi Maule, Daniel Tworek, Judith Underwood, Christopher Rockett, Judith Underwood	

CONSERVATION COMMISSION

John Ketchum	Term expires June 30, 2022
Mark Coleman	Term expires June 30, 2022
Paula McGuire	Term expires June 30, 2020
Stanley Pastuszak	Term expires June 30, 2020
Walter Diggs, Alternate	Term expires June 30, 2020
Ernest Crabtree, Alternate	Term expires June 30, 2021
James Donovan	Term expires June 30, 2021
Bradford Chase	Term expires June 30, 2021
Carolyn O'Leary	Term expires June 30, 2021

CONSTABLES

Leo Cakounes	Term expires June 30, 2020
David Robinson	Term expires June 30, 2021
Gerald Beltis	Term expires June 30, 2021

COUNCIL ON AGING

Ralph Smith	Term expires June 30, 2022
Lee Culver	Term expires June 30, 2022
Angela Chilaka	Term expires June 30, 2022
James Mangan	Term expires June 30, 2022
Joanne Lepore	Term expires June 30, 2020
Carol Thayer	Term expires June 30, 2020
Richard Waystack	Term expires June 30, 2021
Justin White, Alternate	Term expires June 30, 2021
Recognition to: Joan Felahi	

DESIGNER SELECTION REVIEW

Griffin Ryder Town Engineer

GOLF COMMITTEE

Martha Duffy	Term expires June 30, 2022
Clement Smith, Chair	Term expires June 30, 2022
Thomas P. Johnson	Term expires June 30, 2020
John F. Crook	Term expires June 30, 2020
Steve Bilotta	Term expires June 30, 2021
John Wheeler	Term expires June 30, 2021
John Connolly	Term expires June 30, 2021

HARWICH ACCESSIBILITY RIGHTS COMMITTEE

Karin Larson	Term expires June 30, 2022
Taylor Mills	Term expires June 30, 2022
Stephen Duffy	Term expires June 30, 2021
Matthew Hart	Term expires June 30, 2020
Gary Miller	Term expires June 30, 2020
Donald MacAskill	Term expires June 30, 2021

HARWICH CULTURAL COUNCIL

Roseanne Shapiro	Term expires June 30, 2020
Kathy Teahan	Term expires June 30, 2020
Christine Banks	Term expires June 30, 2020
Laurinda Raquel	Term expires June 30, 2021
Tina Games, Chair	Term expires June 30, 2021
Dinah Lane	Term expires June 30, 2022
Charles Barnes	Term expires June 30, 2021
Recognition to: Rose Ann Clark, Sharon Mitchell, Joan Sacchetti, Rosann Donahue	

HARWICH ENERGY COMMITTEE

Barry Worth	Term expires June 30, 2020
Valerie Bell	Term expires June 30, 2020
Charles Czech	Term expires June 30, 2021
Stephen Duffy	Term expires June 30, 2021
Recognition to: Larry Cole, Terry Hayden	

HARWICH HOUSING COMMITTEE

Meg Patterson	Term expires June 30, 2022
Mary Maslowski	Term expires June 30, 2020
Cindi Maule	Term expires June 30, 2021
Arthur Bodin, Chair	Term expires June 30, 2021
Joseph McParland, Jr.	Term expires June 30, 2021

HARWICH PORT NOISE CONTAINMENT COMMITTEE

Sarah Powell	Term expires December 31, 2020
Francis Rich	Term expires December 31, 2020
Robert Cohn	Term expires December 31, 2020
Walter Mason	Term expires December 31, 2020
Angela McNamara	Term expires December 31, 2020
Heather Skowronek	Term expires December 31, 2020
Recognition to: Megan Yap	

HISTORIC DISTRICT & HISTORICAL COMMISSION

Brendan Lowney	Term expires June 30, 2022
Robert Bradley	Term expires June 30, 2022
Gayle Carroll	Term expires June 30, 2020
Mary Maslowski, Chair	Term expires June 30, 2021
Julie Eldredge	Term expires June 30, 2021
Jeanne Steiner	Term expires June 30, 2021
Recognition to: Angelo Kyriakides	

PLANNING BOARD

Craig Chadwick	Term expires June 30, 2022
Joseph McParland	Term expires June 30, 2022
Allan Peterson	Term expires June 30, 2022
Mary Maslowski	Term expires June 30, 2021
David Harris	Term expires June 30, 2020
Arthur Rouse	Term expires June 20, 2020
J. Duncan Berry	Term expires June 30, 2020
William Stoltz	Term expires June 30, 2021
Recognition to James Atkinson, James Joyce	

PLEASANT BAY RESOURCE MANAGEMENT ALLIANCE STEERING COMMITTEE

	Indefinite Terms
Allin Thompson	Dorothy Howell, Alternate Member

PLEASANT BAY RESOURCE MANAGEMENT ALLIANCE TECHNICAL RESOURCE COMMITTEE

	Indefinite Terms
John Rendon (Harbormaster / NRO)	Charleen Greenhalgh, Town Planner

REAL ESTATE & OPEN SPACE COMMITTEE

David Callaghan	Term expires June 30, 2020
Elaine Shovlin	Term expires June 30, 2021
Katherine Green, Chair	Term expires June 30, 2021
Marcia Thorngate Smith	Term expires June 30, 2021
Carol Porter	Term expires June 30, 2021
James Donovan (Conservation)	Term expires June 30, 2021

RECREATION & YOUTH COMMISSION

Francis Crowley	Term expires June 30, 2022
Vahan Khachadoorian	Term expires June 30, 2022
David Nixon	Term expires June 30, 2020
Janet Bowers	Term expires June 30, 2020
Lee Culver	Term expires June 30, 2021
Michael Hurley	Term expires June 30, 2021
John Mahan, Chair	Term expires June 30, 2021

SHELLFISH CONSTABLES (VOLUNTARY)

1 year terms

James Coyle	Ron Saulnier
Dean Knight	

STATION 2 RENOVATION/REHABILITATION COMMITTEE

Indefinite Terms

Craig Chadwick	John Clarke
Sean Libby	Joe McParland
Joseph Rego	Scott Tyldesley
Richard Waystack	

TOWN FOREST COMMITTEE

Raymond L. Thacher, Chairman	Term expires June 30, 2021
Tim Millar	Term expires June 30, 2021

TRAFFIC SAFETY COMMITTEE

Griffin Ryder, Town Engineer	Term expires June 30, 2022
Linda Cebula	Term expires June 30, 2022
Gerald Beltis, Chair	Term expires June 30, 2020
Lincoln Hooper, DPW	Term expires June 30, 2020
Jerry Scannell	Term expires June 30, 2021
Sgt. Aram Gosgarian, Police Dept. Designee	Term Expires June 30, 2022

TREASURE CHEST COMMITTEE

Elizabeth Watkins	Term expires June 30, 2022
Mella Navickas, Alternate	Term expires June 30, 2022
Sheila Eldredge	Term expires June 30, 2020
Heather Bolinder	Term expires June 30, 2020
Eric Fahle	Term expires June 30, 2021
Janet Evans	Term expires June 30, 2021
Recognition to: Tom Caruso, Mark Koopman	

VOTER INFORMATION COMMITTEE

Christina Joyce, Chair	Term expires June 30, 2022
Peggy Rose	Term expires June 30, 2020
Pamela Groswald	Term expires June 30, 2022
Emily Milan	Term expires June 30, 2021

WASTEWATER SUPPORT COMMITTEE

Recognition to: Sharon Pfleger, Noreen Donahue, Peter Hughes, Anne Howes

WATERWAYS COMMITTEE

Stephen Root	Term expires June 30, 2022
Thomas Themistos	Term expires June 30, 2022
Daniel Casey	Term expires June 30, 2022
James Walpole, Alternate	Term expires June 30, 2022
W. Matthew Hart, Chair	Term expires June 30, 2020
Cameron Smith, Alternate	Term expires June 30, 2020
Daniel Hall	Term expires June 30, 2020
Joseph Johnson	Term expires June 30, 2021
Mort Terry	Term expires June 30, 2021

YOUTH SERVICES COMMITTEE

Sheila House, MS Youth & Family Counselor

Holly Tavano	Term expires June 30, 2020
Joy Jordan	Term expires June 30, 2022
Paula McGuire	Term expires June 30, 2020
Brooke Canada	Term expires June 30, 2021
Jeffery Craig	Term expires June 30, 2021
Rebecca Craig, Alternate	Term expires June 30, 2021
Recognition to: James Hartley, Barbara Segal	

Report of the **Board of Selectmen**

This past year has been a transition year for Harwich with the departure of the Town Administrator and budget concerns as expenses/taxes have increased due to recently completed and ongoing capital projects, e.g., Monomoy Regional School, Cape Cod Technical High School, E. Harwich Fire Station and Wychmere Harbor Landside renovations and related operation expenses. All transitions result in some consternation, but it also showcases our strengths as the Assistant Town Administrator has stepped in to fill the position on an interim basis. Harwich is also blessed with outstanding department heads and other town employees. The responsibilities of our volunteer (many also regulatory) committees continue unabated to provide necessary services to town residents. Given these strengths we are moving carefully and methodically to fill the Town Administrator position.

I can't over state our thanks to town staff and volunteers for all they do for the town.

I wish to thank my fellow Board of Selectmen members, Ed McManus, Steven Ford, Don Howell and Michael MacAskill for their thoughtful and detailed discussions on issues that come before the Board. I certainly wish to thank Julie Kavanagh for her service as last year's Chair.

Harwich's financial house is in good order as evidenced by Standard & Poor's upgrading of the town's credit rating to the coveted AAA based on its evaluation of the town's very strong economy, strong management, financial policies, practices and relatively low debt service compared to its overall expenditures. The higher credit rating by Standard & Poor allows the town to finance major municipal projects at a lower interest rate.

Although we are proud of the town's financial strengths it is also apparent that current spending trends are not sustainable without overrides and/or cuts in services to balance the budget. The Board is committed to implementation of a financial strategy to slow the rate of spending in future years to align with revenue projections. Review of various town fees is always in order as is the effort to seek all grant moneys which may be available.

To that end, the Board's goal is development of a budget which minimizes spending increases and is within the limits of Proposition 2 ½. The Board is carefully examining all capital projects and corresponding debt obligations to achieve level debt service and avoid, to the extent possible, debt spikes. A key to this is open, transparent and frequent town-wide discussions setting service and capital priorities.

In addition to the usual financial discussions regarding salary and wages to attract and keep personnel to effectively provide needed services, educational expenses, state and county assessments and property and liability insurance, a significant increase in disposal costs has been a concern. Unusually, cost has been less of a factor than simply finding someone to take our wastes as sites closings and regulatory burdens severely limit other options.

The Board continues to explore organizational efficiencies, information technology and use of contracted services to increase efficiency and reduce costs,

The Cape Cod-wide wastewater efforts to address nitrogen pollution in the embayments and phosphorus pollution in lakes/ponds have been a primary Board focus as the town has started construction of sewer lines in the E. Harwich Pleasant Bay watershed in accordance with the Comprehensive Wastewater Management Plan (CWMP). Committing to a CWMP which was then approved by the responsible regulatory agencies resulted in significant savings as we obtained a 0% State Revolving Fund Loan and a portion of the loan will be forgiven. Efforts are underway to partner with Dennis and Yarmouth to build a regional sewer plant to save the towns significant costs by building a single plant rather than multiple plants and to save future operational costs.

The CWMP is a dynamic plan so efforts continue to be explored to reduce sewerage costs, relook at the timing of the Phases outlined in the Plan and to leave options open in the future as new technologies arise.

The Board continues to face the difficult issue of an aging population and a declining younger population. We must continue to develop better strategies to assist our aging population to remain in place while simultaneously improving housing and job opportunities to maintain and attract a younger population. It is our duty to address the need for economic development, increased access to affordable and workforce housing since the youth are the future of Harwich. We understand the need to protect the quintessential New England flavor Harwich offers but must begin to focus internally on how to address zoning limitations that cause urban sprawl and the physical disconnection of our community.

Finally, we encourage all residents to participate in town activities as much as possible. Any and all input is greatly appreciated and will inform discussions and town decisions.

Larry Ballantine, Chair
Board of Selectmen

Report of **Interim Town Administrator**

It is my pleasure to offer this report as the Interim Town Administrator as being named such by the Board of Selectmen in November 2019. This appointment was necessary due to the departure of the Town Administrator Christopher Clark. Mr. Clark has chosen to pursue other opportunities in his career and direct his attention to focus on his family. On behalf of the Town of Harwich we thank him for his years of service and we wish him and his family well as he embarks on new endeavors.

The focus of this report are the events that I've participated in, first as the Assistant Town Administrator, working in that capacity as of May 20th and as Interim Town Administrator since November. The major event was the tornado that impacted the Town on July 23, 2019. While the town sustained significant damages to trees and minor structural damage throughout town, we were blessed to not be dealing with significant injuries or fatalities.

I offer my sincere thanks and congratulations to everyone involved including the town staff who rose to the occasion. The town was extremely lucky to have services provided by other municipalities who were put on notice by the Governor's office along with representatives from Eversource, National Grid and many other agencies.

In times of trouble it is gratifying to know we have so many dedicated people both in the employment of the town, people supporting our town and of course our residents who endured it all and pitched in as a community.

Beyond that, we continue to do significant work related to our sewer improvement projects, one of which is the Chatham-Harwich project impacting East Harwich. As of this writing there is an expectation that the construction phase of the project will be completed no later than the fourth quarter of 2020. From construction we will then progress to actual flow and treatment of the flow. Beyond that, we continue to develop an equitable partnership arrangement with our neighbors in Dennis and Yarmouth for the Dennis-Harwich-Yarmouth Waste Water Project impacting other parts of our town. All of these sewer projects are designed to reduce nitrogen levels in the watersheds in the Town of Harwich and throughout Cape Cod.

I conclude this report by offering my sincere thanks to the Board of Selectmen and their confidence in me to serve as Interim Town Administrator. Thanks also to the Administration staff; Patricia Macura and Danielle Delaney as well as Elaine Banta for pitching in to support the office. Congratulations to Ann Steidel and Sandy Robinson on their well-earned and deserved retirements.

Respectfully Submitted,

Joseph F. Powers
Interim Town Administrator

TOWN RECORDS

Report of the **Town Clerk**

Fees Collected – Fiscal Year 2018-2019

Marriage Intentions	\$	2,430.00
Birth Certificates		3,370.00
Death Certificates		12,740.00
Marriage Certificates		2,630.00
Dog Licenses		13,530.00
Business Certificates		4,920.00
Photocopies		455.50
Non-Criminal Violation Payments – Police		100.00
Non-Criminal Violation Payments - Health		25.00
Non-Criminal Violation Payments – Harbormaster		50.00
Non-Criminal Violation Payments – Conservation		2,100.00
Underground Fuel Tanks		350.00
Raffle Permits		60.00
Utility Poles		320.00
Burial Permits		1,530.00
Hearing Officer-Parking		00.00
Records Access Officer	174.50	
Total Amount Collected:	\$	44,785.00
Total Amount to Treasurer:	\$	44,785.00

Vital Records for 2019

“As recommended by the State Office of Vital Records, only the number of births, deaths and marriages recorded in the past year are listed”

Number of Births – 85

Number of Deaths – 236

Number of Marriages – 64

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF HARWICH
ANNUAL TOWN MEETING
May 6, 2019**

BARNSTABLE, ss:

To either of the Constables of the Town of Harwich in said county,

Greetings:

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of said Town qualified to vote in elections and Town affairs to meet in the Community Center Gymnasium, 100 Oak Street in said Town on May 6, 2019 at 7:00 P.M., then and there to act on the following articles:

Hereof fail not to make return of the Warrant with your doings thereon at the time and place of said meeting.

Given under our hands this 11th day of March, 2019

s/Julie E. Kavanagh, Chair
s/Larry G. Ballantine, Vice Chair
s/Edward J. McManus, Clerk
s/Donald F. Howell
s/Michael D. MacAskill
BOARD OF SELECTMEN

A true copy Attest:
s/ David A. Robinson
Constable

DATE: April 17, 2019

By virtue of this Warrant I have this day notified and warned the inhabitants of the Town of Harwich, qualified to vote in elections and town affairs, to meet in the Community Center, 100 Oak Street in said Town on Monday, the 6th of May, 2019 at the time and place for the purpose herein named by posting up attested copies thereon in the four (4) Post Office buildings and in the Community Center in the Town of Harwich, which covers all four precincts, at least fourteen (14) days before the time of said meeting as within directed, and causing an attested copy thereof to be published in the Cape Cod Chronicle published in Barnstable County and having its circulation in the Town of Harwich.

s/David A. Robinson
Constable

The Moderator, Michael D. Ford, Esq. called the meeting to order at 7:00 PM and it was adjourned to allow the voters to check in for the Town Meeting, a quorum of more than 150 was met, having 588 registered voters in attendance. Before town business began at 7:00, Town Clerk, Anita N. Doucette read the Warrant and Return of Warrant.

The May 2019 Harwich Annual Town Meeting was held in the Community Center on 100 Oak Street, the Town Meeting began with:

ARTICLES

TOWN OFFICERS AND COMMITTEES

ARTICLE 1: To choose various Town Officers and Committees. Customary Article

FINANCE COMMITTEE RECOMMENDS THIS CUSTOMARY ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-7, NO-0

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted. Duly seconded

ACTION: Motion carried.

At this time the Moderator, Michael D. Ford, Esq, made the following appointments:

TOWN MODERATOR APPOINTMENTS ANNUAL TOWN MEETING – MAY 6, 2019

I hereby appoint Robert Furtado to a three-year term on the Cape Cod Regional Technical High School District Committee expiring June 30, 2022

I hereby appoint Robert Doane to a three-year term as a trustee on the Caleb Chase Fund expiring June 30, 2020

I hereby appoint Raymond Chesley to a three-year term as the Surveyor of Wood & Lumber expiring June 30, 2020

I appoint James B. Stinson to a two-year term as a trustee of the Caleb Chase Trust Fund expiring June 30, 2021.

s/Michael D. Ford, Esq.
Town Moderator

The tellers for the first night of Town Meeting were: Maryellen Lorefice, Joan McCarty, Thomas Evans, Jonas Robinson.

REPORTS OF TOWN OFFICERS AND COMMITTEES

ARTICLE 2: To hear reports of all Town Officers and Committees for the year 2018. Customary Article

FINANCE COMMITTEE RECOMMENDS THIS CUSTOMARY ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-7, NO-0

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted. Duly seconded

ACTION: Motion carried.

At this this time Jack Brown, Chairman – Finance Committee read the Report of the Finance Committee to the Town Meeting.

ELECTED OFFICIALS SALARIES

ARTICLE 3: To see if the Town will vote the salaries of the Elected Officials of the Town for fiscal year commencing July 1, 2019 and ending June 30, 2020 as follows and to act fully thereon. Estimated cost: \$124,474.

Selectmen (5)	\$2,400 each
Moderator	\$1,000
Water Commissioners (3)	\$1,000 each
Library Trustees (7)	\$1,000 each
Town Clerk	\$101,474

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO SET THE SALARIES FOR ALL ELECTED OFFICIALS WITH AN INCREASE FOR THE TOWN CLERK WHICH MATCHES THE INCOME LEVEL OF OTHER SIMILAR DEPARTMENT HEADS WITH MANY YEARS OF EXPERIENCE. VOTE: YES-5, NO-2

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted as follows: Duly seconded

Selectmen (5)	\$2,400 each
Moderator	\$1,000
Water Commissioners (3)	\$1,000 each
Library Trustees (7)	\$1,000 each
Town Clerk	\$101,474

ACTION: Motion carried.

TOWN FY 20 OPERATING BUDGET

ARTICLE 4: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow such sums of money as may be required to defray Town charges for Fiscal Year 2020, and to act fully thereon. By request of the Board of Selectmen. (BUDGET – SEE APPENDIX B). Estimated Cost: \$39,593,836.

Operating Budget	
Betterments	99,872
Cable Fund	168,594
CPA	553,700

FEMA	13,815
Free Cash	140,240
Golf Improvement	139,000
Overlay Surplus	100,000
State Aide	687,544
Water Enterprise	720,295
Waterways & Mooring	310,302
Subtotal	2,933,362
Local Receipts	13,180,760
Taxes	23,479,714
Operating Budget	39,593,836

Explanation This article is a customary article to appropriate funding for the fiscal year 2020 operating budget of the town. The operating budget includes a provisional appropriation for the first year payment on General Obligation Debt associated with the Lower County Road Project to be presented in Article 20. If the Lower County Road Project fails to reach approval at either Town Meeting or Ballot Vote and the Operating Budget passes then the appropriation associated with the first year debt payment will be removed. A complete summary of the FY 2020 Budget can be found in Appendix B.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO FUND THE ANNUAL OPERATION OF THE TOWN AND THAT \$23,479,714 BE RAISED AND APPROPRIATED, \$13,180,760.00 FROM LOCAL RECEIPTS, AND \$2,933,362.00 FROM OTHER FUNDS, FOR A TOTAL OF \$39,593,836.00, BE USED FOR THIS PURPOSE. THIS BALANCED BUDGET INCLUDES NEW 1 FULL TIME POSITION IN THE INFORMATION TECHNOLOGY DEPARTMENT, AND 1 FULL TIME REDUCTION IN STAFF IN THE TOWN ENGINEER DEPARTMENT. VOTE: YES-9, NO-0

MOTION; (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted to fund the Annual Operation of the Town and that \$39,593,836 be appropriated for the purposes listed in Appendix B under the column titled Town Meeting Budget FY20 with the following adjustments:

Line # 64	Reduction: Police Salaries & Wages	\$(7,080)
Line # 68	Increase: Fire Salaries & Wages	\$3,297
Line # 117	Increase: Library Salaries & Wages	\$5,143
Line # 42	Increase: Town Clerk Salaries & Wages	\$4,775
Line # 26	Increase: Administration Salaries & Wages	\$6,250

For a total adjusted appropriation of \$39,610,572 less line items for unappropriated State \$284,978, Cape Cod Commission \$203,498, and County Assessments \$213,571, and further to raise this Appropriation, the sum of \$38,908,525 be raised and appropriated, and that \$140,240 be transferred from Free Cash, and that \$720,295 be raised and appropriated in the General Fund Operating Budget and allocated to the Water Enterprise Fund for funding, and that \$168,594 be transferred from the “Peg Access and Cable Related Fund” and that \$99,872 be transferred from the Betterment and Septic Funds, and that \$100,000 be transferred from overlay surplus, and that \$13,815 be transferred from the FEMA Fund and that \$310,302 be transferred from the Harbor Waterways and Mooring Funds and that \$139,000 be transferred from the Golf Improvement Funds.

Further to Transfer from the proposed Budget \$150,000 out of Health Insurance Budget into the Other Post-Employment Benefits Trust Fund created under Article 8 of the May 6, 2014 STM. Duly seconded

A standing Count was taken YES 267 NO 233

ACTION: Motion carried.

MONOMOY REGIONAL SCHOOL DISTRICT FY 20 BUDGET

ARTICLE 5: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow such sums of money as may be required to pay for the Monomoy Regional School District Assessment for Fiscal Year 2020, and to act fully thereon. By request of the Monomoy Regional School Committee and Superintendent. Estimated cost: \$26,643,415.

MRSD Budget	
Operating Budget	24,265,940
Transportation	495,663
Capital	223,794
Debt - High School	1,658,018
Total	26,643,415

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO FUND THE ANNUAL OPERATION OF THE MONOMOY REGIONAL SCHOOL DISTRICT AND THAT \$26,643,415 BE RAISED AND APPROPRIATED FOR THIS PURPOSE. VOTE: YES-8, NO-0

MOTION: (Dana DeCosta, Finance Committee) I move that this article be accepted and adopted totaling \$26,643,415 to fund the FY 2020 Annual Operation of the Monomoy Regional School District and that \$26,244,621 be raised and appropriated for this purpose with additional said sum of \$398,794 to be transferred from Free Cash for a portion of Capital items and extraordinary expenses of the Monomoy Regional School District Budget for Fiscal Year 2020. Total Budget \$26,643,415 Duly seconded

TOTAL BUDGET: \$26,643,415

ACTION: Motion carried

CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT FY20 BUDGET

ARTICLE 6: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money as may be required to pay for the Cape Cod Regional Technical High School District Assessment for Fiscal Year 2020, and to act fully thereon. By request of the Cape Cod Regional Technical High School District. Estimated cost: \$2,332,198.

CCRTHS Budget	
Operating Budget	1,421,763
Debt - New School	910,435
Total	2,332,198

***Explanation:** This assessment includes funding for our portion of the construction of the new facility. This is the first installment of debt service. Voters approved a debt exclusion for this project.*

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO FUND THE ANNUAL OPERATION OF THE REGIONAL TECHNICAL HIGH SCHOOL AND THAT \$2,332,198 BE RAISED AND APPROPRIATED FOR THIS PURPOSE. THE FIRST PAYMENT FOR THE NEW FACILITY, APPROVED BY THE VOTERS, IS INCLUDED IN THIS BUDGET. THE REST OF THE OPERATING BUDGET REPRESENTS A 1.96 % INCREASE OVER THE CURRENT BUDGET. VOTE: YES-7, NO-0

MOTION: (Dana DeCosta, Finance Committee) I move that this article be accepted and adopted to fund the FY 2020 Annual Operation of the Regional Technical High School and that \$2,332,198 be raised and appropriated for this purpose. Duly seconded

Notation only: The first payment for the new facility, approved by the voters, is included in this budget. The rest of the operating budget represents a 1.96% increase over the current budget. \$910,000 for first debt service payment.

ACTION: Motion carries

FY20 WATER BUDGET

ARTICLE 7: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow such sums of money as may be required to defray Water Department Operating Budget for Fiscal Year 2020, and to act fully thereon. By request of the Water Commissioners and Superintendent. Estimated cost: \$4,327,978

***Explanation:** Water Budget is an Enterprise operation funded from water rates and fees only.*

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO FUND THE ANNUAL OPERATION OF THE WATER DEPARTMENT AND THAT \$4,327,978 FROM WATER RECEIPTS BE USED FOR THIS PURPOSE. VOTE: YES-9, NO-0

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted to fund the Annual Operation of the Water Department and that \$4,444,866 from Water Receipts with the following adjustment, increase Salaries & Wages by \$5,888 to operate the Water Enterprise Fund for this purpose.

SALARIES	\$1,345,273	
EXPENSES	\$1,477,196	
DEBT	\$741,102	
INDIRECT COSTS	\$720,295	
OPEB	\$50,000	
TOTAL	\$4,333,866	Duly seconded

ACTION: Motion carried

FY20 WASTEWATER/SEWER BUDGET

ARTICLE 8: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow such sums of money as may be required to defray the Wastewater/Sewer Department Operating Budget for Fiscal Year 2020, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$225,000.

Explanation: The FY19 Budget included this budget in the amount of \$70,000. It is anticipated that due to the small number of initial users that the town will need to subsidize payments obligated to Chatham IMA for use of their plant. This budget increase to \$125,000 is taxpayer supported. The FY 2020 Budget will be used to fund a \$75,000 Program Administrator to help in transition. The D/H/Y efforts would be funded with \$25K and \$25K to amend the CWMP. \$100,000 from Free Cash would be used to fund a program to help connection costs for income eligible people through the County.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO FUND THE ANNUAL OPERATION OF THE WASTE WATER DEPARTMENT AND THAT \$125,000 BE TRANSFERRED, WITH \$100,000 TO COME FROM FREE CASH FOR THIS PURPOSE. THIS IS THE BEGINNINGS OF OPERATIONS FOR THIS DEPARTMENT AND WILL BE BUILT OVER THE NEXT SEVERAL YEARS UNTIL FULL OPERATION. VOTE: YES-8, NO-0

MOTION: (Dana DeCosta – Finance Committee) I move that this article be accepted and adopted to fund the Annual Operation of the Wastewater Department Sewer Enterprise Fund and that \$125,000.00 be raised and appropriated from taxation and further a \$100,000 be transferred from Free Cash for this purpose. Duly seconded

Notation: General Fund Payment

ACTION: Motion carried

ADOPT THE CAPITAL PLAN

ARTICLE 9: To see if the Town will vote to adopt the Capital Plan for the ensuing seven year period as adopted last year by the Town Meeting with new fiscal year 2026 as proposed by the Board of Selectmen and set forth below or as amended by vote of the Town Meeting, and to act fully thereon. By request of the Board of Selectmen.
(APPENDIX C)

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO OUTLINE CAPITAL PROJECTS OVER THE NEXT 7 YEARS. FUNDING RECOMMENDATIONS FOR REQUESTS ARE MADE SEPARATELY. VOTE: YES-6, NO-1

MOTION: (Dana DeCosta-Finance Committee) I move that this article be accepted and adopted to outline Capital Projects over the next 7 years. Funding recommendations for requests are made separately. Duly seconded

AMEND THE MAIN MOTION: (Ralph Smith) I move to amend the Capital Plan to take out the proposed \$131,000 to reimburse the Town for funds that were not authorized to be spent for initial work on and to complete construction of the pet burial ground. Duly seconded

A motion was made and seconded to terminate debate, this required a $\frac{3}{4}$'s majority vote to pass, it was a unanimous vote, so declared.

ACTION ON THE AMENDMENT: A standing count was taken YES 331 NO 162,
The amendment carried.

After further debate a motion was made and seconded to terminate debate, this required a $\frac{3}{4}$'s majority vote to pass, motion carried.

ACTION ON THE MAIN MOTION AS AMENDED: Motion carried.

CAPITAL PLAN 2020 TO 2026 ITEMS OVER \$50,000

2/12/2019

Department		Project	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26
ADMINISTRATION									
Admin		Harwich Center ADA Sidewalk Project	\$ 700,000						
		Harwich Center ADA Sidewalk Pro. ADA/CDBG Grant (\$670K of 1 Million)	\$ -						
Admin		Harwich Center Iniative		TBD					
Admin		Albro House - Renovations		TBD					
Admin		Demolition/Remediation-203 Bank Street and Parking Lot Improvements	\$ 60,000						
Admin		Walkway Reconstruction Rte 28 SAQ to Harwichport (Supplemental)	\$ 575,500						
Admin		Walkway Reconstruction Rte 28 SAQ to Harwichport (Supplemental)/GRANT	\$ -						
Admin		Walkway Reconstruction Bank Street Harwich Center to Rte 28	\$ -	\$ 450,000					
Admin		Insurance work to maintain Former West Harwich School on Balls Neck	\$ 20,000	TBD					
Admin		School House Road Revision to Site Plan Expand Parking Lot	TBD	TBD					
Admin		Preparation and Utilization of Queen Anne Road Solar Farm Expansion	TBD	TBD					
Admin		Updates to the Cultural Center Building (See Facility Maintenance)							
Admin		Green/Fuel Efficient Fleet Replacement Schedule	\$ 27,000	\$ 24,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
CEMETERY									
Cemetery		Pet Burial Ground completion (Finalize & Reimbursement) \$57K and \$74K	\$ 131,000						
Cemetery		Arbortulm Project Cemetery Mapping and Software	\$ 30,110	\$ 100,000					
CONSERVATION									
Conservation		Harwich Artificial Reef (Additional Project)			\$ 250,000	\$ -			
Conservation		Shore Stabilization/Jetty Extension Red River Beach	\$ 100,000	\$ -					
ENGINEERING									
Engineering		MS4 Municipal Surface Drainage Plan and Improvements	\$ 40,000	\$ 100,000	\$ 100,000	\$ 100,000			
Facility Main-DPW									
Facility Main-DPW		Implement Facilities Wide ADA Compliance Plan Improvements	\$ 20,564	\$ 11,605	\$ 75,235				
Facility Main-DPW		Energy Management System Brooks Library HVAC	\$ 65,000						
Facility Main-DPW		Highway Barr Metal Roof- Insulation	\$ 260,750						
Facility Main-DPW		DPW Facilities and Mechanic Shop (Formerly Shop Only)	\$ -						\$ 1,200,000
Facility Main-DPW		DPW Air Quality Retro-Fit	\$ -	\$ 75,000					
Facility Main-DPW		Brooks Library Roof	\$ -	\$ 135,000					
Facility Main-DPW		Cultural Center - Boiler Replacement		\$ 160,000					
Facility Main-DPW		Cultural Center - Window Replacement Sash Windows that Failed		\$ -	\$ 200,000				\$ -
Facility Main-DPW		Cultural Center - Window Replacement- Casements and Picture Windows		\$ -	\$ -	\$ 200,000			\$ -
Facility Main-DPW		Community Center Generator		\$ 105,000					
Facility Main-DPW		Community Center Remove and Replace Privacy Fence		\$ -					
Facility Main-DPW		Community Center 3 Condensing Units and Air Handlers		\$ -					
Facility Main-DPW		Community Center Roof Replacement			\$ 275,000				
Facility Main-DPW		Library Boiler Replacement					\$ 240,000		
Facility Main-DPW		Community Center Boiler Replacement						\$ 120,000	\$ -
								\$ 120,000	\$ -

Department	Project	FY20	FY21	FY22	FY23	FY24	FY25	FY26
PUBLIC WORKS								
Public Works	5 Year Road Maintenance Plan	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000
Public Works	West Harwich Route 28 Design(\$1.5K in FY 20 & Construction via Fed Funds)							
Public Works	West Harwich Route 28 Design(Construction via Fed Funds)			\$ -	\$ 50,000			
Public Works	Lower County Road (Maintenance /Not Federal TIP Funds)	\$ 5,560,475		\$ -	\$ 5,600,000			
Public Works	(\$1,000,000 From 5 Year Road Maintenance to be used to decrease DE)							
Public Works	Route 39/Pleasant Bay Road Roundabout (If Needed)	\$ -	\$ 600,000					
Public Works	Highway Barn Metal Roof- Insulation (See Facility Maintenance)	\$ 90,475						
Public Works	Mobile Lifting System for Large Vehicles	\$ 80,000						
Public Works	Ford F-350 Dump Truck - #42	\$ 150,000						
Public Works	2 - C&D Trailers (\$75,000 each)	\$ 125,000						
Public Works	Johnston Sweeper Body and Pony Motor- Highway #30	\$ -	\$ 355,000	\$ 325,000	\$ 320,000	\$ 325,000	\$ 320,000	\$ 355,000
Public Works	Vehicle Listing (FY 21 to 26) Summary							
REC & YOUTH								
Rec & Youth	Pleasant Road Beach Parking Lot Paving/Overlay	\$ 112,000	\$ -	\$ -		\$ -		
Rec & Youth	Sand Pond Restrooms and Playground Improvements	\$ 125,000	TBD			\$ -		
Rec & Youth	Whitehouse Field Scoreboard Replacement/Safety Netting	\$ 55,000				\$ -		
Rec & Youth	Red River Beach Bulkhead (22) and Restroom Renovations (23)			TBD	\$ 125,000			
Rec & Youth	Cahoon Road Beach Restroom			\$ -	\$ -	\$ 125,000		
WASTEWATER								
Wastewater	DHV Community Partnership - CUMWP Revisions		TBD					
Wastewater	Harwich Wastewater Treatment Plant DN (2026) & DC (2027)	\$ -	\$ -					\$ 4,000,000
Wastewater	CUMWP Phase 3 Pleasant Bay(North)Watershed Collection Sys. Des. & Con.	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 15,300,000		\$ -
Wastewater	Evaluate Phosphorus issues in Seymour Pond & Restoration			\$ -	\$ 70,000	\$ 330,000		\$ -
WATER								
Water	Lothrop Avenue Water Line Replacement(NEW based upon failure of Line)	\$ 100,000						
Water	Pleasant Lake Tank - Fill Pipe Replacement	\$ 300,000						
Water	T1 Generator at Main Treatment Facility	\$ 65,000						
Water	Purchase John Deer 35D	\$ 64,000						
Water	New Water Source North Harwich Exploration and Development (D&C)	\$ -	\$ 250,000		\$ 500,000	\$ -		
Water	2015 Ford Super Duty F-550 Replace Truck 9 Including Dump Body	\$ 76,551						
Water	Rte 28 Water Main Replacement/Lothrop Area Design (22) Construction (23)			\$ 100,000	\$ 2,000,000			
Water	Station 8 Generator			\$ 50,000	\$ -	\$ -		
Water	Various Access Road Pavement				\$ 175,000			
Water	Pleasant Lake Avenue Tank Rehabilitation			\$ -	\$ -	\$ -	\$ 1,750,000	\$ -
Water	Phase 1 Discontinuity of Pipes per Masterplan 6,450 ft of Pipe			\$ -	\$ -	\$ -		\$ 1,500,000
Water	Construction/Renovation Asbestos Pipe Project							TBD
Water	Vehicle Replacements (Replace F-259 & Ranger in FY 23 and Tr-11 in (25))		\$ -	\$ -	\$ 125,000		\$ 75,000	

LEASE PURCHASE AGREEMENTS

ARTICLE 10: To see if the Town will vote to enter into various lease purchase financing agreements for town equipment included in the operating budget for FY 2020, said leases may be for a term not to exceed the useful life of the equipment as determined by the Board of Selectmen; and to act fully thereon. By request of the Board of Selectmen.

Explanation: The Municipal Modernization Act of 2016 contains a new section requiring a recommendation by the Town Administrator and a two-thirds vote of the legislative body to authorize a tax-exempt lease purchase agreement. To qualify under this new section a qualifying lease must be in excess of three years, must not exceed the useful life of the equipment, must establish a nominal residual value of the equipment at the end of the lease, and must be approved by a two-thirds vote of Town Meeting.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO MEET A NEW REQUIREMENT FROM THE STATE.

VOTE: YES-7, NO-0

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted to meet a new requirement from the state. Duly seconded

ACTION: This motion required a 2/3 majority vote to pass, it was a unanimous vote, so declared.

ADMINISTRATION

CAPITAL EQUIPMENT AND PUBLIC WORKS ITEMS FUNDED FROM FREE CASH ITEMS UNDER \$50,000

ARTICLE 11: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to fund the items in the table below included in the FY 2020 Capital Plan, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$136,874.

1	ADA Compliance Plan Improvements	\$20,564
2	Community Center Compressors	\$20,000
3	Phase III Town-wide Radio System	\$20,000
4	Auto Extraction Equipment	\$100,000
	Auto Extraction State Grant (appropriation deducted from Grant)	(\$95,000)
5	Taser Replacement (5-yr lease program)	\$14,910
6	Traffic Speed Monitoring Radar	\$26,400
7	Harwich Center ADA Sidewalk Project (Town match toward Grant)	\$30,000
	Gross Total less Grants	\$136,874

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH THE AMOUNT OF \$136,874 FROM FREE CASH TO PURCHASE NEW ITEMS THAT WILL HELP THE TOWN TOWARDS MEETING ADA COMPLIANCE, AND WILL HELP POLICE AND FIRE WITH COMMUNICATION AND SAFETY. THESE ITEMS DID NOT MEET THE FUNDING THRESHOLD TO BE INCLUDED IN THE CAPITAL PLAN.

VOTE: YES-7, NO-0

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$136,874 be transferred from Free Cash for this purpose.

Duly seconded

ACTION: It was a unanimous vote, so declared.

FACILITY MAINTENANCE AND REPAIR FUND

ARTICLE 12: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money as may be required to defray costs related to Facility and Grounds Maintenance and Repair included in the FY 2020 Capital Plan, and to act fully thereon. By request of the Board of Selectmen. Estimated cost \$774,750.

1	Highway Barn Metal Roof	\$260,750
2	Cultural Center Subsidy	\$125,000
3	203 Bank Street Parking Improvements - demolition	\$60,000
4	Wixon Dock Landside Improvements	\$70,000
5	Allen Harbor Jetty Design	\$57,000
6	Brooks Library Sidewalk Repair	\$90,000
7	Pleasant Road Beach Parking Lot Paving	\$112,000
	TOTAL	\$774,750

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH THE AMOUNT OF \$774,750 FROM FREE CASH TO ADD A NEW METAL ROOF TO THE HIGHWAY BARN AND TO MAKE MANY SAFETY AND ACCESSIBILITY IMPROVEMENTS AROUND THE TOWN. THE CULTURAL CENTER ANNUAL SUBSIDY IS INCLUDED. VOTE: YES-5, NO-2

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted as printed in the Warrant in the amount \$774,750 from Free Cash.

Duly seconded

ACTION: Motion carried.

FUND SNOW AND ICE DEFICIT FOR FY19

ARTICLE 13 : To see if the Town will vote to transfer from available funds a sufficient sum of money to fund the Fiscal Year 2019 Snow and Ice Deficit Account, and to act fully thereon. By request of the Board of Selectmen. Estimated cost \$ 325,000.

FINANCE COMMITTEE RECOMMENDS NO RECOMMENDATION PENDING FURTHER INFORMATION (NRPF). FINANCE COMMITTEE VOTES NRPF WHEN, AT THE TIME THE WARRANT IS PRINTED, IT HAD INSUFFICIENT OR INCOMPLETE INFORMATION TO MAKE AN INFORMED RECOMMENDATION. IT DOES NOT IMPLY A NEGATIVE FINANCE COMMITTEE VIEW, ONLY AN INCOMPLETE UNDERSTANDING OF THE ARTICLE SO VOTED. FINANCE COMMITTEE WILL MAKE ITS FINAL RECOMMENDATION AT TOWN MEETING AFTER HAVING RECEIVED FURTHER INFORMATION. VOTE: YES-7, NO-0

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted in the amount \$137,500 from Free Cash. Duly seconded

ACTION: It was a unanimous vote, so declared.

FUND BUDGET SHORTFALLS IN BUDGET TRANSFERS FOR FY19

ARTICLE 14: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to fund shortfalls in various FY 19 budget and fund transfers, and to act fully thereon. By request of the Town Administrator and Finance Director. Estimated cost: \$100,000.

Explanation: The Water Department discovered serious conditions on pipes by the Lothrop Street Tank that needed immediate repair. Funding may come from within the Water Budget or from retained earnings.

FINANCE COMMITTEE RECOMMENDS NO RECOMMENDATION PENDING FURTHER INFORMATION (NRPF). FINANCE COMMITTEE VOTES NRPF WHEN, AT THE TIME THE WARRANT IS PRINTED, IT HAD INSUFFICIENT OR INCOMPLETE INFORMATION TO MAKE AN INFORMED RECOMMENDATION. IT DOES NOT IMPLY A NEGATIVE FINANCE COMMITTEE VIEW, ONLY AN INCOMPLETE UNDERSTANDING OF THE ARTICLE SO VOTED. FINANCE COMMITTEE WILL MAKE ITS FINAL RECOMMENDATION AT TOWN MEETING AFTER HAVING RECEIVED FURTHER INFORMATION. VOTE: YES-7, NO-0

MOTION: (Laurie Gillespie-Lee-Finance Committee) I move that this article be accepted and adopted as currently presented with a total of \$170,486 transferred from listed accounts.

Shortfalls			Transfer From		
Description	Org/Obj	Amount	Description	Org/Obj	Amount
Conservation S&W	011711/512000	3,200	Dredging	016332/586000	3,200
Transfer Station C&D	014212/538000	100,000	Group Health - Sch Retirees	019142/575040	115,020
Ins Deductible	019462/574001	1,020	Finance Comm Reports	011922/530900	1,266
Workmen's Comp	019452/574012	25,000	Audit	011362/530900	3,000
Unemployment Comp	019132/517200	25,000	Admin S&W	011491/511900	8,000
Advertising	011942/534100	15,000	Engineering S&W	014111/511900	40,000
Finance Committee	011312/573000	1,266			
Total		170,486	Total		170,486
Unanticipated Revenue			Transfer To		
Retiree Drug Subsidy (CCMHG)	011454/484099	521,925.13	OPEB Trust	8030/484099	521,925.13
Treas Misc Revenue			OPEB Misc Revenue		

Duly seconded

ACTION: It was a unanimous vote, so declared.

WATER DEPARTMENT

PURCHASE/REPLACE MINI EXCAVATOR FOR WATER DEPARTMENT

ARTICLE 15: To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sufficient sum of money to purchase/replace a John Deere 35D Mini Excavator or equivalent, and to act fully thereon. By request of the Water Commissioners and Superintendent. Estimated cost: \$64,000

Explanation: The existing John Deere 35D was purchased in 2005 and has over 5000 hours of use. It has been determined the Pins/Turntable need to be replaced which will cost more than \$11,000. The current trade in value for the machine is \$15,000. The replacement cost is \$64,000 with anticipated trade in value of \$14,000. The net cost is estimated at \$50,000.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO REPLACE A WORN-OUT AND WELL USED PIECE OF EQUIPMENT. WITH THIS EQUIPMENT THIS TYPE OF WORK CAN BE DONE IN-HOUSE AT A LOWER COST, AND WATER RECEIPTS REVENUE WILL BE USED FOR THE PURCHASE. VOTE: YES-7, NO-0

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$64,000 be transferred from Water Receipts to purchase a mini excavator for the Water Department and further, to authorize trade in, sale or re-purpose of Water Department vehicles. Duly seconded

ACTION: Motion carried

PLEASANT LAKE AVENUE TANK – FULL REPLACEMENT

ARTICLE 16: To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sufficient sum of money to increase the diameter of the water main entering the Pleasant Lake Tank including vertical pipe at the base of the tank into the tank and minor structural modifications, and to act fully thereon. By request of the Water Commissioners and Superintendent. Estimated cost: \$300,000

Explanation: The existing 12" pipe fill pipe is undersized. When attempting to fill the tank pressure in the distribution system can exceed 120 PSI. As a result, the tank cannot be filled to its 1.5 million gallon capacity and limits the ability to utilize the tank to control pumping operations.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO ALLOW FOR THE FULL UTILIZATION OF THE CAPACITY OF THE TANK. THIS EQUIPMENT WILL ENABLE WORK TO BE DONE MORE EFFICIENTLY AT A LOWER COST, AND WATER RECEIPTS WILL BE USED FOR THIS PURCHASE. VOTE: YES-7, NO-0

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$300,000 be transferred from Water Receipts to replace section of fill pipe to Pleasant Lake tank and all related and incidental work.

Duly seconded

ACTION: It was a unanimous vote, so declared.

REPLACE THE T1 MAIN FACILITY GENERATOR AT CHATHAM ROAD

ARTICLE 17: To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sufficient sum of money to replace the T1 Main Facility Generator located on Old Chatham Road, and to act fully thereon. By request of the Water Commissioners and Superintendent. Estimated cost: \$65,000

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO REPLACE A WORN-OUT PIECE OF EQUIPMENT. PAST FAILURES AT CRITICAL TIMES NECESSITATES THE NEED FOR REPLACEMENT. WATER RECEIPTS REVENUE WILL BE USED FOR THIS PURCHASE. VOTE: YES-7, NO-0

Explanation: The existing generator was installed in 2005 and has failed to operate in critical times of need multiple times in the past year. This generator is responsible for providing backup power to the SCADA System (controls, monitors, & alarms for the water system) and 3 water production wells.

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$65,000 be transferred from Water Receipts to replace Main Facility Generator – Chatham Road.

Duly seconded

ACTION: It was a unanimous vote, so declared.

PURCHASE A 2019 FORD F-550 TRUCK

ARTICLE 18: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to purchase a 2019 Ford F-550 or equivalent, and to act fully thereon. This vehicle will replace a 2005 F-350 Dump Truck. By request of the Water Commissioners and Superintendent. Estimated cost: \$76,551.

Explanation: The new vehicle is estimated to cost \$76,551 less anticipated trade in the value of \$6,551. The vehicle to be replaced has considerable rot to the frame & dump body. In the past year the oil pan and PTO that controls the dump body had to be replaced. It has been determined by the DPW's vehicle maintenance division the F-350 should be replaced due to the following:

- *Frame and body rust/rot is progressing rapidly.*
- *Seat and seat belt attaching points are rotting.*
- *The dump body has holes in the floor that will get larger with use.*
- *The tailgate on the dump body does not fit correctly.*
- *The subframe for the dump body is rotting.*
- *The oil pan is rusty/flaking, will need replacement. Cab off procedure.*

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO FUND A NEW FORD F550 TRUCK WHICH IS ALSO USED EXTENSIVELY FOR TOWING WATER DEPARTMENT EQUIPMENT AND THAT \$70,000 BE USED FROM WATER RECEIPTS FOR THIS PURPOSE.
VOTE: YES-8, NO-0

MOTION: (Dana DeCosta-Finance Committee) I move that this article be accepted and adopted as printed in the Warrant and that \$76,551 be transferred from Water Receipts to purchase a purchase (sic) a 2019 Ford F-550 truck or equivalent and further, to authorize trade in, sale or re-purpose of Water Department vehicles. Duly seconded

ACTION: Motion carried.

DEPARTMENT OF PUBLIC WORKS

PURCHASE AND EQUIP VEHICLES FOR THE DPW

ARTICLE 19: To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sufficient sum of money to purchase and equip the following vehicles:

(1) One Ton Dump Truck (Highway)	\$ 80,000
(1) Johnston Sweeper Body/Pony Motor (Highway)	\$ 125,000
(2) C&D Trailers (Disposal)	\$ 150,000
(1) Rolloff Pup Trailer (Disposal)	\$ 40,000
	<u>\$395,000</u>

and to further authorize the trade-in or sale of the following old vehicles toward the purchase price, where the Board of Selectmen find that the vehicles cannot be utilized elsewhere in Town:

1999 Ford F-350 Dump Truck
2009 Great Lakes Pup Trailer

and to act fully thereon. By request of the DPW Director. Estimated cost: \$395,000

Explanation:

One Ton Dump Truck - The current 1999 Ford dump truck has approximately 160,600 miles on it, is in poor condition, and is a front line vehicle used for snow removal and moving personnel and equipment.

Johnston Sweeper Body/Pony Motor - The truck/chassis of our 2007 Johnston Sweeper are in good condition, while the sweeper body and pony motor are failing. Replacing the body and pony motor would save us in excess of \$150,000 over purchasing a new sweeper, while prolonging the life for another 10-15 years.

C&D Trailers - This request is to add to our existing fleet of C&D trailers, which are utilized daily to transport C&D waste off-Cape. The additional trailers would enable us to better manage that function, which provided the Town with approximately \$1.45 million in gross revenue in FY18.

***Rolloff Pup Trailer** - We will soon be facing major maintenance on our current 10 year old pup trailer, which is used to transport our recycling products off-Cape. Given the age and amount of use this trailer gets, we feel it is not worth spending the money required for the necessary maintenance.*

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO REPLACE WORN-OUT VEHICLES AT THE HIGHWAY DEPARTMENT. NEW VEHICLES AT THE DISPOSAL AREA WILL HELP KEEP UP WITH INCREASED VOLUME. CONSTRUCTION/DEMOLITION REVENUE WILL BE USED TO HELP OFFSET THIS PURCHASES.

VOTE: YES-7, NO-0

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted as printed in the Warrant and that \$395,000 be transferred from Free Cash to purchase listed equipment and to authorize trade in, sale or re-purpose of DPW Department vehicles and equipment. Duly seconded

AMEND THE MAIN MOTION: (Richard Gunderson) I would like to make a motion to amend this article to eliminate two items from Art. 19:

(1) One Ton Dump Truck (Highway) @ \$80,000.

(2) C&D Trailers (Disposal) @ \$150,000

Thereby reducing the authorization from \$395,000 to \$165,000

Duly seconded

ACTION ON THE AMENDMENT: The amendment failed

ACTION ON MAIN MOTION: Motion carried

Ballot question #1

RECONSTRUCTION OF LOWER COUNTY ROAD

ARTICLE 20: To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow in accordance with Ch.44 of the M.G.L., or any other enabling authority, the sum of \$4,560,475 to fund the Reconstruction of Lower County Road including all costs incidental and related thereto, as requested in the Capital Plan for FY20. The appropriation authorized by this vote shall not take effect until the Town votes to exempt from the limitations on total taxes imposed by M.G.L. ch.59, §21C (Proposition 2 ½) the amounts required to pay the principal of and the interest on any borrowing authorized under this article. And further, in accordance with Chapter 44, Section 20 of the General Laws, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied, and to act fully thereon. By request of the DPW Director. Estimated cost: \$4,560,475

Explanation: The road is in poor condition, with structural defects in its base and a sidewalk that is not ADA compliant. The sheer scope of the project is more than we could handle under our County Bid Road Construction items and the cost is more than could be absorbed within our road maintenance plan. Although Lower County Road is eligible for State funding in the Transportation Improvement Program, there is no way to meet the Complete Streets criteria (sidewalks and bike lanes on both sides of the street) within the Town's 40' right of way. Since the Water Department completed the \$1.2M worth of water main replacements, the road is in utter shambles and in dire need of this project. The funding is coming from two sources. The first \$4,560,475 from the Debt Exclusion; and \$1.0 million from the Road Maintenance Program.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO ALLOW THE HIGHWAY DEPARTMENT TO FINISH THIS PROJECT. THE WATER DEPARTMENT HAS DONE THEIR IMPROVEMENTS ON THE ROAD TO REDUCE THE CHANCES OF THE NEED TO REOPEN THE ROAD WHEN COMPLETED. ALTHOUGH THERE IS THE DESIRE BY BOTH THE BOARD OF SELECTMEN AND THE FINANCE COMMITTEE TO REMOVE THE NEED FOR TAX REQUESTS THIS YEAR, DELAYING THIS PROJECT WILL ONLY INCREASE THE COST. VOTE: YES-4, NO-1, ABSTAIN-1

MOTION: (Thomas Sherry – Finance Committee) I move that this article be accepted and adopted to Reconstruct Lower County Road and that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$4,560,475 and to issue bonds and notes therefor pursuant to General Laws Chapter 44, Sections 7 or 8, or any other enabling authority; and that the Board of Selectmen is authorized to expend all funds available for the project and to take any other action necessary or convenient to carry out the project; provided, however, that the appropriation and borrowing authorized by this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by G.L. c.29, §21C (Proposition 2 ½) amounts required to pay the principal of and interest on the borrowing authorized by this vote. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount. Duly seconded

ACTION: Motion did not carry.

Notation: Town Ballot Question #1 is linked to this Article 20

PURCHASE OF A MOBILE LIFT SYSTEM

ARTICLE 21: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to purchase and equip the following:

Mobile Lift System (Vehicle Maintenance)

and to act fully thereon. By request of the DPW Director. Estimated cost: \$90,475

Explanation: Mobile Lift System - Our current lifts are unable to lift larger vehicles, such as fire trucks and road tractors and waste trailers, complicating required maintenance. The mobile lift system would allow us to safely elevate all vehicles in the Town fleet.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO ALLOW THE HIGHWAY MECHANICS TO SAFELY LIFT LARGES VEHICLES. HAVING OUR VEHICLES MAINTAINED IN-HOUSE REDUCES OUR COSTS AND THE MECHANICS ARE OFTEN PRAISED FOR THE QUALITY OF WORK THEY PERFORM. VOTE: YES-7, NO-0

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted to purchase Mobile Lift System and that \$90,475 be transferred from Free Cash for this purpose. Duly seconded

ACTION: Motion carried.

Ballot Question #2

ROAD MAINTENANCE PROGRAM

ARTICLE 22: To see if the Town will vote to raise and appropriate and/or transfer from available funds, and/or borrow the sum of \$700,000 to fund the Road Maintenance Program as requested in the Capital Plan for FY20, including but not limited to Lower County Road and all costs incidental and related thereto. The appropriation authorized by this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by M.G.L. c.59 § 21c (Proposition 2 ½) the amounts required to pay the principal of and the interest on any borrowing authorized under this article. And further, in accordance with Chapter 44, Section 20 of the General Laws, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied, and to act fully thereon. By request of the DPW Director. Estimated cost: \$700,000.

Explanation: The capital request for road maintenance is for \$700k for FY20, which we anticipate being augmented by approximately \$700k in Chapter 90 funds. The capital project request form lists 5 years of our road maintenance plan with cash flows of approximately \$1.4M each year and has our 5 year Road Maintenance Plan attached.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO FUND THE ANNUAL ROAD MAINTENANCE PROGRAM IN COOPERATION WITH THE STATE WHICH PROVIDES A 50-50 MATCH IN FUNDS. VOTE: YES-7, NO-0

MOTION: (Jon Chorey – Finance Committee) I move that the Town appropriate the sum of \$700,000 to fund the Road Maintenance Program for Fiscal Year 2020, including the payment of all costs incidental or related thereto and a portion of the Lower County Road project; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$700,000 and to issue bonds and notes therefor pursuant to General Laws Chapter 44, Sections 7 or 8, or any other enabling authority; and that the Board of Selectmen is authorized to expend all funds available for the project and to take any other action necessary or convenient to carry out the project; provided, however, that the appropriation and borrowing authorized by this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by G.L. c.59, §21C (Proposition 2 ½) amounts required to pay the principal of and interest on the borrowing authorized by this vote. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Duly Seconded.

ACTION: It was ruled to have received the necessary 2/3’s vote to pass.

Notation: Town Ballot Question #2 is linked to this Article

ZONING/PLANNING BOARD
SINGLE FAMILY DWELLING WITH ACCESSORY APARTMENT

ARTICLE 23: To see if the Town will vote to amend the Town’s Zoning Bylaw, as follows:

(i) By amending ARTICLE V, Use Regulation, §325.13.A, Paragraph I, Residential Uses, namely Table 1, Use Regulations, Paragraph I – Residential Uses, Use No. 10, Single-family dwelling with accessory apartment, as follows (deletions shown in ~~strike-through~~ and proposed language in **bold underline**):

Table 1, Use Regulations

Use	RR	RL	RM	RH-1	RH-2	RH-3	CV	CH-1	CH-2	IL	MRL	MRL-1	WR
Paragraph IV – Residential Uses													
10 Single-family dwelling with accessory apartment (§325-51H §325-14.T)	S P	S P	S P	S P	-	-	S P	S P	-	-	S P	S P	S P

and

(ii) By renumbering and repositioning with the Zoning Bylaw ARTICLE X, Administration and Enforcement, §325-51.H, Single-family dwelling with accessory apartment, as and to ARTICLE V, Use Regulation, §325-14.T, Single-family dwelling with accessory apartment; and

(iii) By amending said Article X, Administration and Enforcement, §325-51.H, Single-family dwelling with accessory apartment, now ARTICLE V, Use Regulation, §325-14.T, Single-family dwelling with accessory apartment, as follows (deletions shown in ~~strike-through~~ and proposed language in **bold underline**):

T. Single-family dwelling with accessory apartment.

(1) Purpose. The intent of permitting accessory apartments is to:

- a. Increase the number of small dwelling units available for rent in Town;
- b. Increase the range of choice of housing accommodations;
- c. Encourage greater diversity of population with particular attention to young adults and senior citizens; and
- d. Encourage a more economic and energy-efficient use of the Town's housing supply while maintaining the appearance and character of the Town's single-family neighborhoods.

(2) Definitions. **OWNER** One or more individuals holding title to the property.

(3) Criteria, for special permit approval. ~~Special permits for single-family dwellings with a~~ **An accessory apartment is allowable within a single-family dwelling,** either attached or detached, ~~may be granted upon determination by the Planning Board that~~ **provided that** the following criteria have been ~~met~~ **satisfied**:

- a. Only one accessory apartment is permitted for each principal dwelling unit.
- b. The accessory apartment may not be held in separate ownership from the principal use.
- c. Only one of the principal dwelling or accessory apartment may be rented at any given time **and, if rented, shall be rented for a term of no less than six (6) consecutive months.**
- d. The accessory apartment shall have a net floor area not exceeding 1/2 of the net floor area of the principal dwelling unit and not more than 900 square feet.
- e. The accessory apartment shall have not more than two bedrooms.
- f. At least one off-street parking space shall be provided for the accessory ~~dwelling unit~~ **apartment.**
- g. The minimum lot area required for a parcel ~~to be eligible for a special permit to allow an accessory apartment shall not be less than 15,000 square feet if the parcel is situated in a RH-1, CV, CH-1, MRL or MRL-1 District; 20,000 square feet if situated in a RL, RM or RR District; and 40,000 square feet if situated in a Water Resource (WR) Overlay District.~~ **For parcels existing within an approved Open**

Space Residential Development or Cluster Subdivision, the lots size shall be consistent with the endorsed plan.

- h. The accessory apartment shall be designed so that, to the degree reasonably feasible, the appearance of the property remains that of a single-family property with matching materials, colors, window styles and roof design for one structure, if the apartment is attached, or for both structures, if the apartment is detached.
- i. The principal dwelling unit and accessory apartment shall meet all wastewater treatment requirements for the combined number of bedrooms.
- j. The proposed use shall not create traffic hazards or volume greater than the capacity of the streets affected.
- k. ~~j~~ The proposed use shall not exceed the building or site coverage for the zoning district.
- l. ~~k~~ If an addition is to be built for the proposed use, the addition shall be set back from front, side and rear lot lines the distance required in the zoning district for new construction.

The Building Commissioner shall determine compliance with said criteria following receipt of the application for a building permit for a change of use and/or for construction of the said accessory apartment.

(4) The applicant shall record with the Registry of Deeds for Barnstable County a certified copy of the special permit decision and the special permit shall lapse if it is not so recorded and if it is not duly exercised within two years as provided for under MGL c. 40A, § 9.

(5) Transfer of ownership. The provisions of the special permit may be transferred with ownership of the property provided the provisions of this section and all other provisions of the Zoning Code of the Town of Harwich and the State Building Code are met and the Planning Department has approved a transfer for the special permit. The new owner also may request a Planning Board certification for the accessory apartment. To obtain such certification, the owner shall submit a written request with a statement that the conditions at the time of the original special permit approval remain unchanged and with a certification of ownership. The Planning Board certification shall be recorded at the Registry of Deeds.

(6) ~~(4)~~ A final determination that the owner **has** failed to comply with these **forgoing criteria** provisions or the termination of occupancy by the owner of the subject property shall be evidence that the rights and benefits conferred **here**under the special permit were abandoned or otherwise surrendered and discontinued by the owner and all such rights and benefits shall lapse **are null and void** and the elements that make the accessory apartment a separate dwelling unit shall be removed from the property within 90 days of said final determination, with the owner to comply with all requirements of the State Building Code and Town Zoning in removing elements determined to be unpermitted; and to act fully thereon. By request of the Planning Board

*Explanation: The purpose of this zoning bylaw amendment is to allow for an apartment, accessory to a single-family dwellings, **by right** rather than the existing requirement for a special permit. The criteria for the granting of a building permit remains essentially the*

same, with the following exceptions: the rental term is for no less than 6 consecutive month; parcels within Cluster Subdivisions are now included; and, language regarding traffic hazards, etc. has been deleted. The Board of Selectmen and the Planning Board held two joint meetings to discuss the need to change this bylaw. The Town's own Housing Production Plan and Needs Assessment, along with the Barnstable County "Regional Housing Market Analysis and 10-Year Forecast of Housing Supply and Demand for Barnstable County, Massachusetts" report demonstrate the need for a diversified housing stock that includes apartments. The Planning Board held a duly posted and noticed public hearing on this proposed zoning amendment on March 12, 2019 and the Board voted unanimously to recommend this article to the Town Meeting. Planning Board Recommendation: 5-0-0 to recommend

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. RECOMMENDED BY THE PLANNING BOARD TO HELP HOME OWNERS ADD ACCESSORY APARTMENTS TO SINGLE-FAMILY DWELLINGS. VOTE: YES-8, NO-0

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted as printed in the Warrant. Duly seconded

At this time James Joyce read the report of the Planning Board:

To: Julie Kavanagh, Board of Selectmen, Chairperson
Cc: Anita Doucette, Town Clerk
Michael Ford, Town Moderator
From: James T. Joyce, Jr., Planning Board Chairman
Date: May 6, 2019
Re: Article 23 – Zoning Amendment
Single Family Dwelling with Accessory Apartment

The Planning Board held a duly posted and noticed public hearing on this proposed zoning amendment on March 12, 2019 and the Board voted unanimously to recommend this article to the Town Meeting

AMEND THE MAIN MOTION: (Wayne Robillard) I move to amend the main motion under section (3) Criteria by deleting the bold language under (C) “and, if rented, shall be rented for a term of no less than six (6) consecutive months. Duly seconded

A motion was made and seconded to terminate debate, this required a 3/4 majority vote to pass, it was a unanimous vote, so declared.

ACTION ON AMENDMENT: The amendment failed

ACTION ON MAIN MOTION: This motion required a 2/3 majority vote to pass, it was ruled to have received the necessary 2/3's vote, motion passed.

FREE-STANDING PORTABLE SIGNS

ARTICLE 24: To see if the Town will vote to amend the Town's Zoning Bylaw §325-2 Word usage and definitions and by addition a new §325-26.K as follows

Within §325-2 delete the existing definition of "A-Frame/Easel/Sandwich-Board Signs" and replace with the following definition:

"FREESTANDING PORTABLE SIGN" – A single or double-faced, self-supporting sign made of wood, cardboard, plastic, metal or other lightweight and rigid material.

And, add a new §325-26.K to read as follows:

K. Freestanding Portable Sign.

- (1) A sign permit from the Building Department shall be required;
 - (2) The area of the sign shall be no more than six (6) square feet per side;
 - (3) The sign height above the ground shall not exceed three (3) feet;
 - (4) The sign width shall not exceed three (3) feet;
 - (5) The sign shall be unlit, shall be inaudible, and shall have no moving parts (except any necessary hinge to fold and unfold said sign);
 - (6) The sign shall be stable and have no external supports;
 - (7) The sign area (one side only) shall count towards the total allowable sign area (in square feet) for the business, pursuant to §325-27
 - (8) The sign shall indicate no more than the name of the business, a special event, hours of operation, sale of a product or service, and price;
 - (9) Only one (1) freestanding portable sign per business may be located on a property; a business with street frontage on two (2) streets may have no more than one (1) such sign on each street front; however, if there are multiple businesses on a property, there shall be no more than one (1) such sign per business, regardless of the street frontage;
 - (10) The sign may only be displayed up to two (2) hours before the business is open to the general public and during the time business is open to the general public; and
 - (11) The sign shall also comply with the requirements of §325-26.D-G, above;
- and to act fully thereon. By request of the Planning Board

Explanation: The purpose of this zoning bylaw amendment is to create guidance and requirements for freestanding portable signs (aka "A" frame signs.) The Board of Selectmen and the Planning Board held two joint meetings to discuss the need to have guidance and regulations for these types of signs in order to address concerns and complaints received during the summer of 2018 with the proliferation of "A" frame signs. The Planning Board held a duly posted and noticed public hearing on this proposed zoning amendment on March 12, 2019 and the Board voted unanimously to recommend this article to the Town Meeting. Planning Board Recommendation: 5-0-0 to recommend.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. RECOMMENDED BY THE PLANNING BOARD TO HELP TIGHTEN THE RULES FOR FREE STANDING SIGNS TO MAKE SURE THEY DO NOT IMPEDE PEDESTRIAN TRAFFIC. VOTE: YES-8, NO-0

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted as printed in the Warrant. Duly seconded

At this time James Joyce read the report of the Planning Board:

To: Julie Kavanagh, Board of Selectmen, Chairperson
Cc: Anita Doucette, Town Clerk
Michael Ford, Town Moderator
From: James T. Joyce, Jr., Planning Board Chairman
Date: May 6, 2019
Re: Article 24 – Zoning Amendment
Freestanding Portable Signs

The Planning Board held a duly posted and noticed public hearing on this proposed zoning amendment on March 12, 2019 and the Board voted unanimously to recommend this article to the Town Meeting

ACTION: This motion required a 2/3 majority vote to pass, it was ruled to have received the necessary 2/3's vote, motion carried.

At 11:00PM a motion was made and seconded to adjourn the first night of Town Meeting.

May 7, 2019

The Moderator, Michael D. Ford, Esq. called the meeting to order at 7:00 PM, a quorum of more than 150 was met, having 521 registered voters in attendance.

The tellers for the second night of Town Meeting were: Jonas Robinson, Thomas Evans, Maryellen Lorefice and Edlow Banks.

The meeting began with:

RETAINING WALLS FOR SEPTIC SYSTEMS

ARTICLE 25: To see if the Town will vote to amend the Town's Zoning Bylaw §325-16, Table 2 and to add a new subparagraph "R. Retaining Wall(s) for Septic Systems" to §325-18, as follows:

§325-16, Table 2, add a Note "3" to the "Front (feet)", "Side (feet)", and "Rear (feet)" columns, which shall read as follows:

"³May be reduced to 10 feet for Septic System pursuant to §325-18.R."

And,

§325-18 add a new subsection "R. Retaining Wall(s) for Septic Systems" to read as follows:

“R. Retaining Wall(s) for Septic Systems. The provisions of §325-17 notwithstanding, on an improved parcel, a retaining wall(s) associated with the installation of a septic system (e.g. mounded septic system) required by the Board of Health and/or Title 5, shall be setback no less than 10 feet to any lot line;

and to act fully thereon. By request of the Planning Board

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. RECOMMENDED BY THE PLANNING BOARD TO HELP SET BACK REQUIREMENTS FOR ABOVE GROUND SEPTIC SYSTEM RETAINING WALLS. VOTE: YES-8, NO-0

Explanation: The purpose of this zoning bylaw amendment is to allow for the installation of a mounded septic system, required by the Board of Health and/or Title 5, within 10 feet of a property line. This would allow for the streamlining of permitting and would not cause unforeseen delays. Currently if a mounded septic system is required by the Board of Health and/or Title 5 and that system will not meet the current setback requirements for the zoning district in which the property is located (generally 20 feet from a side or rear lot line and 25 feet from a street lot line) the request has to go before the Zoning Board of Appeals for zoning relief in the form of a setback variance. If a system is proposed closer than 10 feet to a property line, it will still need to go before the Zoning Board of Appeals for a setback variance. The Planning Board held a duly posted and noticed public hearing on this proposed zoning amendment on March 12, 2019 and the Board voted unanimously to recommend this article to the Town Meeting. Planning Board Recommendation: 5-0-0 to recommend

MOTION: (Mark Ameres-Finance Committee) I move that this article be accepted and adopted as printed in the Warrant.

Duly seconded

At this time James Joyce read the report of the Planning Board:

To: Julie Kavanagh, Board of Selectmen, Chairperson

Cc: Anita Doucette, Town Clerk

Michael Ford, Town Moderator

From: James T. Joyce, Jr., Planning Board Chairman

Date: May 6, 2019

Re: Article 25 – Zoning Amendment

Retaining Walls for Septic Systems

The Planning Board held a duly posted and noticed public hearing on this proposed zoning amendment on March 12, 2019 and the Board voted unanimously to recommend this article to the Town Meeting

ACTION: This motion required a 2/3 majority vote to pass, it was a unanimous vote so declared.

**SPECIAL PROVISIONS FOR LIFTING EXISTING STRUCTURE
TO NEW AND APPROPRIATE ELEVATIONS**

ARTICLE 26: To see if the Town will vote to amend the Town's Zoning Bylaw Article XVII – Flood Plain Regulations by 1) changing §325-108 Definitions to §325-109 Definitions and 2) adding a new §325-108 “Special Provisions for Lifting Existing Structures to New and Appropriate Elevations” and by adding four new definitions, alphabetically, to the new §325-109 Definitions, and further to amend §325-2 Word usage and Definitions “Building/Structure Height” paragraph B by deleting the existing language and replacing it, as follows:

§325-108 Special Provisions for Lifting Existing Structures to New and Appropriate Elevations

(1) Notwithstanding the provisions of any other provision of the Harwich Zoning By-law to the contrary, except as otherwise provided pursuant to paragraph (3) of this subsection, a person shall be allowed to lift an existing structure located in an Area of Special Flood Hazard to a new and appropriate elevation, or constructing a staircase or other attendant structure necessitated by such raising without the need for Board of Appeals relief, provided, however, this exemption shall apply only to the minimum extent or degree necessary to allow the structure to meet the new and appropriate elevation with adequate means of ingress, egress and accommodation of typical basement facilities.

(2) Appurtenant to lifting an existing structure, the existing structure may be relocated elsewhere on the lot as long as said relocation does not create a new, or increase the intensity of a setback nonconformity.

(3) The exemption established pursuant to paragraph (1) of this subsection shall not be available to a person who has altered or is seeking to alter the original dimensions of a structure if, had the alteration not been made, the structure could have been raised to meet the new and appropriate elevation either without the exemption or with an exemption of lesser degree than is needed with the alteration.

And,
§325-109 Definitions, as the following:

ATTENDANT STRUCTURE means an area to accommodate utilities, laundry facilities or mechanicals which are otherwise typically located within a basement area.

EXISTING STRUCTURE means any commercial or municipal structure or residential dwelling that currently exists, or existed prior to the catastrophic event, at the time a request is made to elevate.

HIGHEST APPLICABLE FLOOD ELEVATION STANDARD means the one-percent (1%) FEMA base flood elevation plus up to an additional three (3) feet.

NEW AND APPROPRIATE ELEVATION means any elevation to which a structure is raised, or is to be raised, that is equal to or higher than the applicable FEMA base flood elevation, provided, however, in no case shall the new and appropriate elevation exceed the highest applicable flood elevation standard.

And,
§325-2 Building/Structure Height

B. For a building or structure located within an area of special flood hazard, refer to §325-108;

And to act fully thereon. By request of the Planning Board

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. RECOMMENDED BY THE PLANNING BOARD TO HELP HOME OWNERS OVERCOME FLOOD ZONE HOUSE LIFTING RESTRICTIONS. VOTE: YES-8, NO-0

Explanation: The purpose of this zoning bylaw amendment is to allow for an existing structure to be elevated to meet floodplain requirements without the need of a height variance from the Zoning Board of Appeals. For example, if an existing structure currently meets the 30 feet height limitation and has its first floor below the floodplain elevation, this can be elevated so that the first floor elevation is at least 2 feet above the floodplain elevation, even if now the overall height exceed the 30 foot limitation. This would allow for the streamlining of permitting and would not cause unforeseen delays. The Planning Board held a duly posted and noticed public hearing on this proposed zoning amendment on March 12, 2019 and the Board voted unanimously to recommend this article to the Town Meeting. Planning Board Recommendation: 5-0-0 to recommend

MOTION: (Mark Ameres-Finance Committee) I move that this article be accepted and adopted as printed in the Warrant except amend all references to §325-109 be changed to §325-108.1. Duly seconded

At this time James Joyce read the report of the Planning Board:

To: Julie Kavanagh, Board of Selectmen, Chairperson
Cc: Anita Doucette, Town Clerk
Michael Ford, Town Moderator
From: James T. Joyce, Jr., Planning Board Chairman
Date: May 6, 2019
Re: Article 26 – Zoning Amendment
Special Provisions for Lifting Existing Structures to New and Appropriate Elevations

The Planning Board held a duly posted and noticed public hearing on this proposed zoning amendment on March 12, 2019 and the Board voted unanimously to recommend this article to the Town Meeting

ACTION: This motion required a 2/3 majority vote to pass, it was a unanimous vote so declared.

**PROVIDE FUNDING FOR AN UPDATE OF THE TOWN'S LOCAL
COMPREHENSIVE PLAN**

ARTICLE 27: To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sufficient sum of money for the updated of the Town's Local Comprehensive Plan, and to act fully thereon. By Town Planner, Planning Board and Town Administrator. Estimated cost: \$200,000

Explanation: The Local Comprehensive Plan (LCP) was last updated in 2011. The LCP is written to be consistent with the Cape Cod Commission Regional Policy Plan, which has recently been updated. The LCP is required to be updated every 5 years. The LCP also serves as the Master Plan for the Town pursuant to MGL c.41A, §81D "Such plan shall be a statement, through text, maps, illustrations or other forms of communication, that is designed to provide a basis for decision making regarding the long-term physical development of the municipality. The comprehensive plan shall be internally consistent in its policies, forecasts and standards, and shall include the following elements:" Growth and development Goals and policies statement; Land use plan; Housing; Economic development; Natural and cultural resources; Open space and recreation; Services and facilities; Transportation, and; Implementation program. The plan serves as a guide to future development and needs of Harwich and it also assists the Town with potential grant opportunities.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO ALLOW THE PLANNING DEPARTMENT TO PURCHASE EXPERTISE SERVICES IN REWRITING THE TOWN PLAN. VOTE: YES-7, NO-0

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted to fund update for local Comprehensive Plan and the sum of \$200,000 be transferred from Free Cash for this purpose. Duly seconded

ACTION: Motion carried.

LIBRARY

**FUND TECHNOLOGY HARDWARE AND SOFTWARE FOR BROOKS FREE
LIBRARY**

ARTICLE 28: To see if the Town will vote to transfer from available funds the remaining balance of funds contained in the follow articles funded by Free Cash and Appropriation: Article 39 of 2011 Annual Town Meeting (\$1,037.09), Article 23 of 2014 Annual Town

Meeting (\$13,459.46) and Article 10 of 2017 Annual Town Meeting (\$6,826). Said transfer of funds to be used for the purchase and replacement of technology equipment and software for the Brooks Free Library, and to act fully thereon. By request of the Library Trustees. Estimated cost: \$21,322.55

Explanation: *The motion to approve this article will re-purpose the remaining balance of \$1,037.09 in Article 39 of the May 2011 Annual Town Meeting Parking Lot Lights and Reconfiguration, \$13,459.46 from Article 23 of the May 2014 Annual Town Meeting for Library Carpet Replacement, and \$6,826 from the \$110,000 designated for the Library generator in Article 10 of the May 2017 Annual Town Meeting for Facility Maintenance and Repair.*

Source of Funds

\$1,037.09	Article 39 of the May 2011 ATM - Parking Lot Lights and Reconfiguration
\$13,459.46	Article 23 of the May 2014 ATM – Library Carpet Replacement.
\$6,826.00	Article 10 of the May 2017 ATM for Facility Maintenance and Repair (funds remaining of the \$110,000 designated for Library generator)

\$21,322.55

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO ALLOW THE LIBRARY TO REPURPOSE LIBRARY LEFT OVER FUNDS IN OLD ARTICLES TO PURCHASE A VARIETY OF COMPUTER NEEDS. VOTE: YES-7, NO-0

MOTION: (Dana DeCosta-Finance Committee) I move that this article be accepted and adopted as printed in the Warrant. Duly seconded

ACTION: It was a unanimous vote, so declared.

GOLF DEPARTMENT

LANDSCAPE RECLAMATION, MAJOR TREE REMOVAL

ARTICLE 29: To see if the Town will vote to raise and appropriate, transfer and/or borrow a sufficient sum of money from the Golf Improvement Fund to continue landscape reclamation and tree removal according to the FY20 Capital Plan, but not restricted to any other areas that the Golf Director and the Committee deem necessary, and to act fully thereon. By request of the Director of Golf and the Golf Committee. Estimated cost: \$35,000.

Explanation: *this is the next phase of tree removal specific to the “front side”, holes 1-9. Removal of growth that restricts both air and light enhances the playability of these fairways as recognized by consultation with the USGA, and with the endorsement of the Golf Committee, the Director, and the Superintendent of the Green.*

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO ALLOW THE GOLF DEPARTMENT TO CONTINUE THEIR ONGOING MAINTENANCE OF THE COURSE. THESE COSTS ARE NOW PAID DIRECTLY FORM GOLF RECEIPTS WITH TOWN MEETING APPROVAL. VOTE: YES-7, NO-0

MOTION: (Dana DeCosta-Finance Committee) I move that this article be accepted and adopted to supplement ongoing landscape reclamation at Cranberry Valley Golf Course and that the Town transfer \$35,000 from the Golf Capital Improvements Receipts Reserve Fund for this purpose. Duly seconded

ACTION : Motion carried.

BUNKER RENOVATION AT CRANBERRY VALLEY GOLF COURSE

ARTICLE 30: To see if the Town will vote to raise and appropriate, transfer and/or borrow a sufficient sum of money from the Golf Improvement Fund to rebuild and renovate hazard features according to the FY20 Capital plan at Cranberry Valley Golf Course commonly referred to as “Bunkers”, but not be restricted to any other areas that the Golf Director or Committee deem necessary, and to act fully thereon. By request of the Director of Golf and the Golf Committee. Estimated cost \$75,000

Explanation: This type of hazard has a useful life of up to five years. It is imperative to renew and rebuild these important features of our golf operation periodically to insure the maximum playability of the golf course.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO ALLOW THE GOLF DEPARTMENT TO CONTINUE THEIR ONGOING MAINTENANCE OF THE COURSE. THESE COSTS ARE NOW PAID DIRECTLY FORM GOLF RECEIPTS WITH TOWN MEETING APPROVAL. VOTE: YES-7, NO-0

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted to complete some Bunker renovations at Cranberry Valley Golf Course and that the Town transfer \$75,000 from the Golf Capital Improvements Receipts Reserve Fund for the purpose. Duly seconded

ACTION: Motion carried.

CEMETERY

AMENDMENTS TO CEMETERY RULES AND REGULATIONS

CEMETERY RULES AND REGULATIONS

ARTICLE 31: To see if the Town will vote to approve the revised Cemetery Department Rules and Regulations as submitted by the Harwich Cemetery Commission, and to act fully thereon. (Changes are in BOLD UNDERLINED to be added and STRIKEOUTS to be ~~DELETED~~)

Harwich Cemetery Commission Rules and Regulations of Harwich Cemeteries

I. Rules

1. Town Cemeteries are open daily from dawn to dusk.
2. No vehicle shall be operated in any part of the cemeteries and at speeds no faster than 10 MPH. Violators will be subject to a speeding fine.
3. Recreational motorcycling, roller skating, skateboarding, and/or any other types of similar recreational sports are prohibited. The Town is not liable for any injuries sustained by any person participating in a recreational activity within Cemetery property. Any activity that encroaches on individual lots or graves is prohibited.
4. Any person disturbing the quiet and/or order of the grounds by loud noise, speeding, or other improper or disorderly conduct, or who shall violate any of these rules, will be removed from the grounds and such person will be dealt with as provided by law. The entrance of any intoxicated person is prohibited.
5. No person shall remove, cut, break or mark any tree or shrub; or mark upon, deface, or injure any monument or structure on the grounds.
6. Gravestone repairs or rubbings require prior authorization of the Cemetery Commission or its designated agent. A copy of the Association for Gravestones Studies *Gravestone Rubbings Do's and Don'ts* will be provided.
7. Firearms shall not be discharged in the cemeteries, except for salutes at military funerals, Memorial Day, or Veterans Day.

II. Interments

1. Burial lots in the cemeteries shall be used for no other purpose than a place for the interment of the human dead including cremation remains.
2. No interment shall be made until the Cemetery Administrator or designee has been furnished with a burial permit and/or cremation certificate as required by law, together with a written order/interment form from the legal owner, or the legal representative of the right of burial in the lot in which interment is to be made. No grave shall be opened for interment or removal unless authorized by the Cemetery Commission and the area has been flagged by Cemetery personnel.
3. All interments shall be enclosed in a cement vault except. Infants shall require an approved container. Cremations shall require an urn or other permanent approved container.
4. Lot usage: In lots (4' x 10') one full burial and one cremation or four cremations. In cremation lots (4' x 3') two cremations.
5. Single Cremation in Harwich Center Cemetery. Lot usage is for one cremated remain for interment in this section (interment rights are from Plan of Land in Harwich (Center) "Proposed Cremation Section" map prepared by Harwich Engineering Department file # 1529-00.

III. Cemetery Lots

1. Cemetery personnel shall furnish, to those who desire to purchase rights of burial in lots or graves, information relative to the cost of the same and the conditions upon which interments may be made. The owners of rights of burial, or their heirs, shall

not sell the said exclusive right of burial other than to the Town of Harwich, as provided for under MGL Ch.114. Compensation will be no greater than the original purchase price.

2. Assignment of right of burial shall be arranged by first contacting the Cemetery Administrator. An assignment form needs to be completed, notarized and submitted to the Cemetery Administrator in order to ensure accurate recording of all assignments.
3. Upon the death of the title owner, a lot passes to heirs-at-law (MGL.Ch.114, s.29) unless specifically devised by will or trust (subject to Ch. 190, sec.3).
6. A full burial lot (minimum 4'x10') containing recorded remains, may, also, accommodate one cremation burial, provided the cremation remains be that of an heir-at-law or family member of the prior interred remains and be so certified and approved by the Commission.
7. Burial lots for the interment of any indigent resident Veteran are provided at no cost and are set aside for burials of Veterans residing in the Town at the time of their entry into service and /or at the time of their death verified by the Veterans Agent and subject to the approval of the Cemetery Commission.
8. Single grave space may be made available to the resident parents and without charge for the indigent, stillborn or very young infant within the Town at the time of death.
9. All work performed on graves or lots by the owners, or by their order, shall be performed only with prior authorization of Cemetery personnel in order to preserve as much as possible the natural appearance of cemeteries.
10. Maintenance of all plantings and maintenance and removal of all plantings and holiday arrangement placed by a lot owner, or designee, is the responsibility of the lot owner, and the Cemetery Commission reserves the right to remove any planting that becomes unsightly. The Town of Harwich is not liable for items left at a grave, or damage to flowers, flags, containers, or monuments due to weather, vandalism, theft, or maintenance procedures. **All Christmas decorations must be removed by January 31st anything left on the grave will be removed by the cemetery personnel.**
11. **Items left at or on the lots after burial will be removed after one week.**
12. **The Above Rules will be strictly enforced.**
13. Annual/perennial flowers must be planted at the base of a monument/marker, so as to not interfere with maintenance department procedures.
14. Fences, borders, curbing, hedges, trees, rampant-growing plantings and crushed stone are prohibited. No signs or lettered wooden boards of any kind are permitted on a gravesite, unless prior approval by Cemetery Commission. Any bench or structure needs prior approval by Cemetery Commission before installation.
15. Masons, stonecutters and all workmen shall at all times be under the control of Cemetery Commission and must carry off all rubbish and restore roads, avenues and paths, damaged by their operations. The Town of Harwich will not be responsible for any errors made by any improper inscription on any memorial.
16. The Town reserves the right to correct any errors made in the description, transfer or conveyance of any interment rights or property, either by canceling such conveyance and substituting and conveying in lieu thereof interment property or burial rights of equal value and similar location may be selected by Cemetery Commission.

IV. Markers, Headstones, Monuments

1. SINGLE LOT – 30”width (left to right) x 16” (front to back) and/or two flush markers.
2. CREMATION LOT
 - a. Cremation Lot (4’ x 3’) maximum of 2 flush markers measuring 2’ x 1’ per marker or 1 marker not to exceed 2’ x 2’.
 - b. Harwich Center Cemetery Cremation Lot (size) one flush marker measuring 8” x 6” with 6” x 4” bronze plaque.
3. MULTIPLE LOTS – Marker is not to exceed 50% of the width of lot with a base depth of 18” maximum and height of 48”.
4. IN EXISTING CEMETERIES – Where family lots have been established, those families will be allowed to add memorials to duplicate the existing markers or headstones.
5. No markers, headstones, monuments, curbing or other structure will be permitted to be erected in the cemeteries without a sufficient foundation. All markers, headstones, monuments and other structures shall be made of granite, marble, slate, or other approved marker. All monuments are to be centered at the head of lot or centered at the mid-line.
6. A marble or granite bench will be allowed on a lot as the *only* permanent, central, inscribed, memorial; therefore both a monument and a bench are not permitted.
7. The Cemetery Administrator is required to have written notification prior to any foundation work/memorials placement, with all information outlined and submitted on a Cemetery Department Monument Permit Order. Prior to the initiation of any monument work, the lot must be marked/flagged by Cemetery Department personnel. Monuments are required to be set in such manner that they will not conflict with the alignment of neighboring monuments.
8. Monuments and other structures that are not in compliance are subject to removal without notice.

V. Administration

Under the administrative direction of the Town Administrator and the policy direction of the Cemetery Commissioners, the Cemetery Administrator shall have overall responsibility for the proper administration of Town Cemeteries in accordance with these rules and regulations and applicable Federal and State laws. The Town of Harwich Home Rule Charter and MGL Ch. 114 establish the Cemetery Commission and the appointment of members. Duties of the Cemetery Commissioners are proscribed under MGL Ch. 114 S23 and the Town of Harwich Home Rule Charter, S 7-15-2.

VI. Active Cemeteries (*Burial space available*)

Evergreen Cemetery, 1403 Orleans Road and 40 Cemetery Road, East Harwich
Island Pond Cemetery, 15 Island Pond Road, Harwich Center
Mount Pleasant Cemetery, 95 South Street, Harwich Port
Kelley Cemetery, 18 Old Brewster Road, North Harwich

South Harwich Cemetery, 270 Chatham Road, South Harwich
Pine Grove Cemetery, 32 Pine Grove Road, West Harwich
North Harwich Cemetery, 610 Depot Street & Main Street Ext., North Harwich
~~Harwich Center Cemetery, 686 Main Street, AKA Congregational Church Yard Cemetery~~

VII. Inactive Cemeteries (*No burial lots available for sale*)

Bank Street Burial Ground, Bank Street, near Long Road
Baptist Church Cemetery, Depot Street & 62 Route 28, West Harwich
Herring River, West Harwich, Herring River, West Harwich
Hawks Nest Cemetery, corner of Spruce and Walker Roads, East Harwich
Lothrop Cemetery, Off Lothrop Ave, West Harwich
Methodist Church Cemetery, corner Queen Anne Rd. & 15 Church Street, East Harwich
Old Methodist Cemetery, AKA Eldredge Cemetery Queen Anne Rd., East Harwich
Old Smith Cemetery, Bells Neck Road, West Harwich
Ryder Cemetery, Route 39 near water tower, Harwich
Cemetery office is located @ ~~273 Queen Anne Road~~ 100 Oak Street, mail received at Town Hall, 732 Main Street. Office phone 508-430-7549 Fax 508-430-7598

Explanation: The Harwich Center Cemetery AKA Congregation Church Yard Cemetery per Land Court Decision is not owned by the Town and will need to be removed from the Active Cemeteries list. Cemetery Office is located at the Community Center 100 Oak Street.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH AN AMENDMENT THAT WOULD STRIKE THE LAST SENTENCE IN SECTION III: *CEMETERY LOTS*, NUMBER 10, AS WELL AS NUMBERS 11, AND 12 IN THEIR ENTIRETY, AND RENUMBER THE REMAINING NUMBERS, AND IN SECTION II: *INTERMENTS*, NUMBER 5 IN IT'S ENTIRETY. THE HARWICH CEMETERIES HAVE ALWAYS BEEN ACCEPTING AND ACCOMMODATING TO VISITORS, FAMILIES, FRIENDS, AND MOURNERS WITH FEW RESTRICTIONS OR DEMANDS. THE FINANCE COMMITTEE WOULD LIKE TO CONTINUE THIS TOWN TRADITION AND WE ENCOURAGE THE CEMETERY COMMISSION TO PROVIDE BETTER AWARENESS THROUGH APPROPRIATE SIGNS AND PAMPHLETS INSTEAD OF DEMANDS AND RESTRICTIONS. VOTE: YES-6, NO-0

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted with an amendment that would strike the last sentence in Section III: *Cemetery Lots*, number 10, as well as numbers 11 and 12 in their entirety, and renumber the remaining sections. Duly seconded

Notation: The Harwich Cemeteries have always been accepting and accommodating to visitors, families, friends, and mourners with few restrictions or demands. The Finance Committee would like to continue this Town tradition and we encourage the Cemetery

Commission to provide better awareness through appropriate signs and pamphlets instead of demands and restrictions.

ACTION: Motion carried, unanimously.

CEMETERY ARBORETUM PROJECT – MAPPING AND SOFTWARE

ARTICLE 32: To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sufficient sum of money to fund the Arboretum project at the cemetery for the mapping and purchase of software. To be funded by the Cemetery Lot Sales Revolving Fund, and to act fully thereon. By request of the Cemetery Administrator and the Cemetery Commission. Estimated cost: \$30,110.

Explanation: This article covers only initial cost to acquire and program. Ongoing maintenance costs in future years amount to \$7,000 per year are expected.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO ALLOW THE CEMETERY COMMISSION TO IMPLEMENT A PHONE APP AND SOFTWARE PROGRAM THAT WILL ALLOW VISITORS MAPS AND INFORMATION ABOUT THE TREES IN THE ARBORETUM AND HISTORY OF GRAVE SITES WITHIN THE CEMETERIES.
VOTE: YES-6, NO-1

MOTION: (Dana DeCosta-Finance Committee) I move that this article be accepted and adopted to purchase Cemetery Arboretum – Mapping Software and that the Town transfer \$30,110 from the Cemetery Revolving Account for this purpose. Duly seconded

A motion was made and seconded to terminate debate, this required a ¾ majority vote to pass, it was a unanimous vote, so declared.

ACTION: A standing count was taken, YES 212 NO 211, motion carried.

MISCELLANEOUS

SOLAR PHOTOVOLTAIC ENERGY SYSTEMS

ARTICLE 33: To see if the Town will authorize the Board of Selectmen to enter into long-term leases, licenses, agreements, or other contractual agreements on behalf of the Town, subject to such terms and conditions as the Board of Selectmen shall deem to be in the best interest of the Town, for all or part of any of the following Town-owned properties including:

- “As of Right” Site on Queen Anne Road (next to the existing solar field)
- Cranberry Valley Golf Course (grounds and cart barn)
- DPW Maintenance Building on Queen Anne Road
- Community Center on Oak Street parking canopies
- Public Safety Building ground mount on Sisson Road

for the purposes of developing, sponsoring, administering, installing, operating, and maintaining solar photovoltaic energy systems and supplying solar energy, and further to authorize the Board of Selectmen and Town Administrator to take such actions as may be necessary under Massachusetts law to effectuate said agreements; and to act fully thereon. By Request of the Board of Selectmen.

Explanation: Town is participating CVEC PUI Storage Initiative Round 4 with these sites under consideration.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO ALLOW THE EXPANSION OF THE USE OF SOLAR ARRAYS IN SEVERAL AREAS IN TOWN. THIS WILL CREATE REVENUE FOR THE TOWN. VOTE: YES-6, NO-0

MOTION: (Dana DeCosta-Finance Committee) I move that this article be accepted and adopted as printed in the Warrant. Duly seconded

ACTION: This motion required a 2/3 majority vote to pass, it was a unanimous vote, so declared.

AMENDMENT TO THE AGREEMENT BETWEEN THE TOWNS OF CHATHAM AND HARWICH WITH RESPECT TO THE FORMATION OF A REGIONAL SCHOOL DISTRICT

ARTICLE 34: To see if the Town will vote to authorize the Board of Selectmen to execute an amendment to the “Agreement between the Towns of Chatham and Harwich with Respect to the Formation of a Regional School District” as available at the Town Clerks Office of each respective town, and to act fully thereon. By Request of the Board of Selectmen and Monomoy Regional School District.

Explanation: The Monomoy Regional School District Agreement calls for a review of the document after five years. This review has been completed and amendments are recommended. Most of the revisions include elimination of the transition elements contained in the original agreement and an updating of language to include the Monomoy name. Based on feedback from the community and Select Boards, the Assignment of Schools language makes no change to the current regional agreement wording about assignment to elementary schools. Both towns retain their elementary schools with their town's children attending elementary school in the town of their residence. The Capital Expenditure and Borrowing costs shares have been updated to reflect the cost sharing of the operating budget. The amendment must be approved by both Harwich and Chatham respective Board of Selectmen and Town Meeting before becoming effective.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO REMOVE THE TRANSITION SECTIONS OF THE ORIGINAL AGREEMENT. VOTE: YES-6, NO-0

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted to authorized (sic) Board of Selectmen to amend Agreement between Town and Monomoy Regional School District by removing the transition sections of the original agreement. Duly seconded

ACTION: Motion did not carry.

M.G.L./CHARTER /BY-LAW AMENDMENTS

AMEND THE TOWN OF HARWICH - CHARTER TO THE WATER COMMISSION TO WATER/WASTEWATER COMMISSION

ARTICLE 35: To see if the Town will vote pursuant to M.G.L. c.43B, §10 to amend Chapters 6 and 10 of the Town Charter, which amendment will be subject to approval by the voters at the 2020 Annual Town Election, as set forth below, with strikethrough text to be deleted and bold text to be inserted:

1. Amend Chapter 6, subsection 6-1-1, General Provisions, as follows:

6-1-1 The officers and town agencies to be elected by vote of the town shall be: a moderator, a town clerk, a board of selectmen as provided in chapter 3, members of the Monomoy regional school district committee, a water **and wastewater** commission, a board of library trustees, and a housing authority.

2. Amend Chapter 6, Section 6, Water Commission, as follows:

Section 6. Water and Wastewater Commission

6-6-1 A water **and wastewater** commission of ~~3~~ **5** members shall be elected for 3-year overlapping terms.

6-6-2 The water **and wastewater** commission shall possess and exercise all powers given to ~~this the board of water commissioners~~ under chapter 165 of the acts of 1935, **and boards of sewer commissioners under chapter 83 of the General Laws. The water and wastewater commission shall be responsible for the administration, maintenance and operation of the water and sewer systems and facilities.**

6-6-3 The **water and wastewater** commission shall appoint a water **and wastewater** superintendent, ~~and shall request this officer to cooperate with, and be responsive to, requests from who shall work cooperatively with the town administrator. the town administrator's office.~~

6-6-4 Notwithstanding any other provision of this section to the contrary, the board of selectmen shall be responsible for the design and construction of the town sewer systems and for implementation of the comprehensive wastewater management plan.

3. Amend Chapter 10, Additional Provisions, by inserting the following new section:

Section 4. Water and Wastewater Commission Transition

10-4-1 The vote of the May 6, 2019 Annual Town Meeting to amend Section 6 of the Town Charter shall take effect upon approval by the voters at the 2020 Annual Town Election (“amendment”).

10-4-2 As of the effective date of the amendment, the water commission shall have the additional powers, duties and responsibilities of a sewer commission under the general laws, except as otherwise specified in the amendment. No contracts or liabilities in force on the effective date of the amendment shall be affected by the expansion of the powers and duties of the water commission, and the newly established water and wastewater commission shall in all respects be the lawful successor of the water commission. All records, property and equipment whatsoever of the water commission shall be assigned to the water and wastewater commission, and any appropriation for the operations of such water commission and water system, and for the sewer system, shall be available for expenditure by the water and wastewater commission consistent with the purposes for which such funds were appropriated.

10-4-3 Any incumbent elected water commissioner shall serve as a member of the water and wastewater commission for a period equivalent to the remainder of their elected term, and shall be entitled to have the words “candidate for re-election” appear next to their name on the ballot if they choose to run for election to the water and wastewater commission while serving in that capacity. At the first annual town election held after the effective date of this Charter amendment, two additional offices of water and wastewater commissioner shall be included on the election warrant, one for a two-year term and one for a three-year term; provided, however, that until said election, the water and wastewater commission shall be deemed to consist of three members.

And to act fully thereon. By request of the Board of Selectmen and Water Commissioners.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO EXPAND THE WATER COMMISSION FROM A THREE MEMBER BOARD TO FIVE MEMBERS AND ADD THE WASTEWATER MANAGEMENT TO THAT BOARD. VOTE: YES-6, NO-0

MOTION: (Jon Chorey-Finance Committee) I move that this article be accepted and adopted as printed in the Warrant. Duly seconded

ACTION: This motion required a 2/3 majority to pass, it was a unanimous vote, so declared.

CHARTER AMENDMENTS – CAPITAL OUTLAY COMMITTEE

ARTICLE 36: To see if the Town will vote pursuant to M.G.L. c.43B, §10 to amend Chapter 9, Sections 5 and 6 of the Town Charter, which amendment will be subject to approval by the voters at the 2020 Annual Town Election, as set forth below, with strikethrough text to be deleted and bold text to be inserted:

CHAPTER 9. FINANCIAL PROVISIONS AND PROCEDURES

Section 5. Capital Outlay Committee

9-5-1 A capital outlay committee of 7 members shall be appointed for 3-year overlapping terms. Two members shall be appointed by the finance committee, 2 members shall be appointed by the board of selectmen, 1 member shall be appointed by the planning board, and 2 members shall be appointed by the town administrator.

9-5-2 The capital outlay committee shall assist the town administrator in the development of the capital outlay plan *to be adopted and/or amended each year at the Annual Town Meeting; and may, at the request of the Town Administrator and/or the Board of Selectmen, assist the Town Administrator in the preparation of a Capital Outlay Budget.*

Section 6. Capital Outlay Plan [Amended 5-23-2012 by Ch. 103 of the Acts of 2012] 9-6-1

The purpose of the 7-year capital outlay plan shall be to provide the town with a long-range forecast of the town's *major* capital improvement needs and to attempt to keep debt borrowing levels as even as possible from year to year.

9-6-2 A "capital outlay" shall mean the acquisition, construction or renovation of buildings, equipment or land having a total cost of **\$50,000** during any budget year and planning funds for any such capital outlay.

9-6-3 The town administrator and the capital outlay committee shall submit a 7-year capital outlay plan to a joint public meeting of the board of selectmen and the finance committee during the month of December of each year.

9-6-4 The board of selectmen shall prepare articles to be included in the May annual town meeting warrant seeking adoption of the 7-year capital outlay plan and funding of the current year of the plan.

9-6-5 A simple majority vote of the town meeting shall be required to adopt the 7-year capital outlay plan as submitted. *Any amendment to a previously adopted Capital Plan shall require a two-thirds vote at the Annual Town Meeting.*

9-6-6 If any part of the current year of the plan receives funding support at the annual town meeting, but fails at any necessary debt exclusion, capital exclusion or proposition 2 1/2 override ballot votes, the unsupported portion shall be returned to the 7-year capital plan in year 1 of the next 7-year plan.

9-6-7 *With the exception of petition articles*, any article submitted for the annual or special town meeting warrant which requests a capital outlay as defined in section 9-6 2,

but which is not included in the current year of the capital outlay plan as adopted by town meeting ***shall require approval of the*** capital outlay committee, the board of selectmen and the finance committee ***and any such article shall require*** a 2/3 majority vote of the town meeting, and to act fully thereon. By Request of the Board of Selectmen and the Bylaw Review Committee.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO REVERT THE 7-YEAR CAPITAL PLAN BACK TO A 5-YEAR PLAN, AND TO MAKE THE PLAN HARDER TO CHANGE FROM YEAR TO YEAR BY REQUIRING A 2/3RDS VOTE WHEN CHANGING THE PREVIOUSLY VOTED PLAN. VOTE: YES-6, NO-0

MOTION: (Jon Chorey-Finance Committee) I move that this article be accepted and adopted as amended to exclude in Chapter 9 section 6 (7) with exception of petition articles and CPC articles from Capital Plan printed in the Warrant.

Duly seconded

ACTION: This motion required a 2/3 majority to pass, it was ruled to have received the necessary 2/3 majority vote, motion carried.

CHARTER AMENDMENTS – EX-OFFICIO MEMBER APPOINTMENTS

ARTICLE 37: To see if the Town will vote pursuant to M.G.L. c.43B, §10 to amend Chapter 7, Section 7 of the Town Charter, which amendment will be subject to approval by the voters at the 2020 Annual Town Election, by adding a new subsection 5 as set forth below, with strikethrough text to be deleted and bold text to be inserted:

7-1-5 Ex-Officio Appointments (New Section)

In order to ensure that the terms of ex-officio appointees do not exceed the terms of their appointments by the sending official, board, commission or committee, all such appointments shall run for one year or less to end on June 30th of the then current fiscal year. In the event of a resignation or inability to serve by an ex-officio appointee either from the sending entity or as ex-officio appointee, the term of the replacement shall expire in accordance with the term of the original appointee. Any ex-officio appointment made by a board, committee or commission under the jurisdiction of Board of Selectmen shall be subject to approval by vote of 3 or more members of the Board of Selectmen.

And further to amend Chapter 7, Section 2, Item 7-2-2 of the General Provisions, Item (b) to read:

Elect necessary officers including ex-officio appointments under the jurisdiction of the sending board, commission or committee.

and to act fully thereon. By Request of the Board of Selectmen and the Bylaw Review Committee.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO ALLOW THE BOARD OF SELECTMEN MORE FLEXIBILITY IN MAKING APPOINTMENTS. VOTE: YES-6, NO-0

MOTION: (Dana DeCosta-Finance Committee) I move that this article be indefinitely postponed. Duly seconded

ACTION: The article was indefinitely postponed.

COMMUNITY PRESERVATION

APPROPRIATE SUMS OF MONEY FROM THE FY20 ESTIMATED ANNUAL REVENUES OF THE COMMUNITY PRESERVATION ACT FUND

ARTICLE 38: To see if the Town will vote to appropriate the following sums of money from the FY 20 estimated annual revenues of the Harwich Community Preservation Act Fund as required by the G.L. Chapter 44B and Chapter 149, §298 of the Acts of 2004 as follows:

- A sum of money for the acquisition, creation and preservation of open space;
- A sum of money for the acquisition, preservation, restoration and rehabilitation of historic resources;
- A sum of money for the acquisition, creation, preservation and support of community housing; and
- A sum of money for the Community Preservation Act Fund FY 2018 Undesignated Fund Balance (including Recreation)

and to act fully thereon. By request of the Board of Selectmen.

<u>Appropriation</u>	<u>FY 20</u>
Community Housing Reserve	\$168,411
Open Space Reserve	\$168,411
Historic Preservation Reserve	\$168,411

Explanation: To see if the town will reserve for future appropriations amounts from the FY 20 Community Preservation Act Fund estimated annual revenues for the purpose of acquisition, creation and preservation of open space and community housing, for the purpose of acquisition, preservation, restoration and rehabilitation of historic resources.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH THE AMOUNT OF \$505,233 TO BE TRANSFERRED FROM COMMUNITY PRESERVATION ACT FUNDS FOR THIS PURPOSE. VOTE: YES-8, NO-0

MOTION: (Dana DeCosta-Finance Committee) I move that the Town transfer from FY20 estimated revenue Community Preservation Fund the sum of \$168,411 for the Historic Reserve Fund, \$168,411 for the Open Space Reserve Fund and \$168,411 for the Community Housing Reserve Fund. Duly seconded

ACTION: Motion carried.

FUND LAND BANK DEBT SERVICE

ARTICLE 39: To see if the Town will vote to appropriate from the Community Preservation Act Funds – Undesignated Fund Balance, \$553,700, to fund the Debt Service on the outstanding Land Bank Debt. Any funds left unspent from this Article are to be returned to the Community Preservation Act funds – Undesignated Reserve, and to act fully thereon. By request of the Community Preservation Committee and the Finance Director. Estimated Cost: \$553,700.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH THE AMOUNT OF \$553,700 TO BE TRANSFERRED FROM COMMUNITY PRESERVATION ACT FUNDS TO THE TOWN OPERATING BUDGET TO PAY THE ON-GOING LAND BANK DEBT.
VOTE: YES-8, NO-0

MOTION: (Dana DeCosta-Finance Committee) I move to appropriate from Community Preservation Act Funds undesignated fund balance, \$553,700 to fund the Debt Service on the Outstanding Land Bank debt in Article 4 of this Town Meeting. Any funds left unspent from this article are to be returned to the Community Preservation Act Funds – undesignated fund balance. Duly seconded

CPC Report- Article 39: Fund Land Bank Debt Service
The CPC recommends the following article to fund Land Bank Debt Service - by a vote of 6-0

ACTION: It was a unanimous vote, so declared.

COMMUNITY PRESERVATION ACTIVITIES UNDER \$50,000

ARTICLE 40: To see if the Town will vote to raise and appropriate, and/or transfer from the Community Preservation Act Funds, a sufficient sum of money to fund the items in the table below consistent with their respective applications. Any funds left unspent from this Article are to be returned to the Community Preservation Act Fund from which the appropriation is made as specified in the chart below, and further authorize the Community Preservation Committee to enter into an agreement with the Community Development Partnership, and to act fully thereon. By request of the Community Preservation Committee, Recreation Department, the Community Development Partnership, and the Bikeways Committee. Estimated Cost: \$72,450

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH THE AMOUNT OF \$72,450.00 TO BE TRANSFERRED FROM COMMUNITY PRESERVATION ACT FUNDS TO FUND THESE THREE PROJECTS. VOTE: YES-8, NO-0

	Project	Purpose	Amount	Appropriation Source
1	Community Development Partnership	Cape Housing Institute	\$7,500	Community Housing Reserve
2	Lifeguard Stands	Replace 11 Lifeguard Stands at Town Beaches	\$37,950	Undesignated Reserve
3	Depot Street North Crossing System	Installation of pedestrian warning lights on the bike trail	\$27,000	Undesignated Reserve
		TOTAL	\$72,450	

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$72,45 be transferred from Community Preservation Act Funds as identified on the Chart in the Warrant for this purpose. Duly seconded

Article 40: Community Preservation Activities under \$50,000.00

The CPC recommends the following projects of Community Development Partnership, Lifeguard Stands and Depot Street North Crossing System – by a vote of 6-0

ACTION: Motion carried

BROOKS ACADEMY MUSEUM

ARTICLE 41: To see if the Town will vote to raise and appropriate and/or transfer from the Community Preservation Act Funds – Historic Preservation Reserve, a sufficient sum of money to fund first, a structural engineering study pertaining to the foundation of the building; second, to be used to make said foundation structurally sound; and third, once both of the above are completed, to be used to restore and preserve the outer shell of the building and/or protect the building from further damage due to water and dampness, including any appurtenant interior work. Any funds left unspent from the Article are to be returned to the Community Preservation Act Fund - Historic Preservation Reserve, and to act fully thereon. By request of the Community Preservation Committee and the Brooks Academy Museum Commission. Estimated Cost: \$130,000

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH THE AMOUNT OF \$130,000 TO BE TRANSFERRED FROM COMMUNITY PRESERVATION ACT FUNDS TO PROVIDE THE INFORMATION NEEDED TO ASSURE A STABLE FOUNDATION UPON WHICH FUTURE BUILDING REPAIRS CAN BE MADE. VOTE: YES-8, NO-0

MOTION: (Dana DeCosta-Finance Committee) I move that this article be accepted and adopted and adopted and that \$130,000 be transferred from Community Preservation Act Funds-Historic Reserve for this purpose. (sic) Duly seconded

Article 41: Brooks Academy Museum

The CPC recommends the following project to fund the Brooks Academy Museum – by a vote 6-0

ACTION: The motion carried, unanimously.

AFFORDABLE HOUSING TRUST

ARTICLE 42: To see if the Town will vote to appropriate from Community Preservation Act Funds – Community Housing Reserve, \$304,384.47 and \$35,615.53 from the Estimated FY 20 Community Housing Revenue for a total of \$340,000 to fund the Harwich Affordable Housing Trust to create and preserve affordable housing in the Town of Harwich in the amount of \$310,000, and to fund a part-time Housing Coordinator in the amount of \$30,000. Any funds left unspent from this Article are to be returned to the Community Preservation Act Funds – Community Housing Reserve, and to act fully thereon. By request of the Community Preservation Committee and the Board of Selectmen. Estimated Cost: \$340,000

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH THE AMOUNT OF \$340,000 TO BE TRANSFERRED FROM COMMUNITY PRESERVATION ACT FUNDS TO FUND MORE AFFORDABLE HOUSING FOR THE TOWN. VOTE: YES-8, NO-0

MOTION: (Jack Brown, Chairman-Finance Committee) I move this article be accepted and adopted as printed in the Warrant and that \$340,000 be transferred from Community Preservation Act Funds - Community Housing Reserve of \$304,384.47; \$35,615.53 from FY20 estimated Annual Revenue for this purpose. Duly seconded

Article 42; Affordable Housing Trust

The CPC recommends the following project to fund the Affordable Housing Trust – by a 6-0 vote

ACTION: Motion carried, unanimously

SAND POND RESTROOM PROJECT

ARTICLE 43: To see if the Town will vote to appropriate from Community Preservation Act Funds-Undesignated Fund Estimated FY 20 Revenue, \$125,000 to replace current restroom facility at Sand Pond, Harwich. Any funds left unspent from this Article are to be returned to the Community Preservation Act Funds-Undesignated Fund Balance, and to act fully thereon. By request of the Community Preservation Committee and the Harwich Recreation and Youth Commission. Estimated Cost: \$125,000

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH THE AMOUNT OF \$125,000 TO BE TRANSFERRED FROM COMMUNITY PRESERVATION ACT FUNDS TO REPLACE THE RESTROOM AT SAND POND. VOTE: YES-5, NO-2

Article 43: Sand Pond Restroom Project

The CPC recommends the following project to fund the Sand Pond Restroom – by a vote 6-0

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$125,000 be transferred from Community Preservation Act Funds-undesignated fund balance for this purpose. Duly seconded

ACTION: Motion carried.

WHITEHOUSE FIELD IMPROVEMENT PROJECT

ARTICLE 44: To see if the Town will vote to appropriate from Community Preservation Act Funds-Undesignated Fund Estimated FY 20 Revenue, \$55,000 to replace the scoreboard at Whitehouse Field and to purchase and install safety netting and poles in front of spectator berms on first and third base lines. Any funds left unspent from this Article are to be returned to the Community Preservation Act Funds-Undesignated Fund Balance, and to act fully thereon. By request of the Community Preservation Committee and the Harwich Recreation and Youth Commission. Estimated Cost: \$55,000

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH THE AMOUNT OF \$55,000 TO BE TRANSFERRED FROM COMMUNITY PRESERVATION ACT FUNDS TO FUND SCORE BOARD IMPROVEMENTS, SAFETY NETTING, AND POLES. VOTE: YES-8, NO-0

MOTION: (Thomas Sherry-Finance Committee) I move that this article be accepted and adopted and that \$55,000 be transferred from Community Preservation Act Funds-undesignated fund balance for this purpose. Duly seconded

Article 44: Whitehouse Field Improvement Project

The CPC recommends the following project to fund the Whitehouse Field Improvements – by a vote of 6-0

ACTION: It was a unanimous vote, so declared.

RED RIVER BEACH SHORELINE STABILIZATION PROJECT

ARTICLE 45: To see if the Town will vote to appropriate from Community Preservation Act Funds-Open Space Reserve in the amount of \$50,000 and from the Undesignated FY 20 Estimated Revenue \$50,000 to preserve and protect the Red River Beach Shoreline. Any funds left unspent from this Article are to be returned to the Community Preservation Act Funds – Open Space Reserve and Undesignated Reserve, and to act fully thereon. By request of the Community Preservation Committee and the Conservation Commission. Estimated Cost: \$100,000

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH THE AMOUNT OF \$100,000 TO BE TRANSFERRED FROM COMMUNITY PRESERVATION ACT FUNDS TO REPAIR THE ERODED EMBANKMENT. VOTE: YES-8, NO-0

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted as printed in the Warrant and that \$100,000 be transferred from Community Preservation Act Funds-undesignated fund balance for this purpose.

Duly seconded

Article 45: Red River Beach Shoreline Stabilization Project

The CPC recommends the following project to fund the Red River Beach Shoreline Stabilization – by a vote of 6-0

ACTION: Motion carried.

PRIVATE PETITIONS

DEFRAY THE EXPENSES OF THE CHASE LIBRARY AND HARWICH PORT LIBRARY

ARTICLE 46: To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of \$20,000 to help defray the expenses of the Chase Library and the Harwich Port Library; said funds to be expended under the direction of the Chase Library and Harwich Port Library Trustees, and to act fully thereon. By Petition. Estimated cost: \$20,000

Explanation: Chase Library and Harwich Port Library are free, publicly supported libraries. Town funds have been appropriated either through the general budget or by articles since 1911 (Chase) and 1926 (Harwich Port). These funds are essential for continued operation and for the customary State reimbursements.

THE FINANCE COMMITTEE RECOMMENDS THIS CUSTOMARY ARTICLE BE ACCEPTED AND ADOPTED AND FUNDED WITH \$20,000 OF FREE CASH. VOTE: YES-7, NO-0, ABSTAIN-1

MOTION: (Dana DeCosta-Finance Committee) I move that this article be accepted and adopted and that \$20,000 be transferred from Free Cash for this purpose.

Duly seconded

ACTION: It was a unanimous vote, so declared.

PROMOTE THE TOWN OF HARWICH

ARTICLE 47: To see if the Town will vote to raise and appropriate and/or transfer from available funds a sufficient sum of money for the Harwich Chamber of Commerce to promote the Town and its businesses and cultural endeavors to advance economic development initiatives for and with the Town of Harwich. Said monies to be used to manage and fulfill year-round visitor/resident/business information services, to promote and market the Town, to generate and initiate materials and activities that encourage the

establishment, growth and sustainability of businesses in Harwich, and to implement economic development objectives and activities in partnership with the Town, and to act fully thereon. By petition. Estimated cost: \$30,000

Explanation: For more than 60 years, Harwich Chamber of Commerce (HCC) has worked in the best interest of Harwich and for the people living in, working in and visiting the Town of Harwich. Since 1995, the citizens of Harwich, through the annual Town Meeting, have voted to fund warrant articles submitted by the Harwich Chamber of Commerce in support of its work promoting the community, providing needed informational services, and developing and advancing economic sustainability and development strategies. We are again requesting the Town's support for the Chamber's efforts in:

(a) providing year-round informational services to residents, visitors, second homeowners, and businesses (over 78,000 visits to our Information Center in 2018)

(b) Support of the Chamber's efforts, in partnership with the Town of Harwich, to develop and implement economic development initiatives to benefit the Town as defined by objectives in the Town's Local Comprehensive Plan, and marketing Harwich's Cultural Districts; the simultaneous designation of both Harwich Port and Harwich Center in 2019.

(c) Promoting the Town of Harwich and its brand: The Warm Side of the Cape, thereby continuing to grow the vitality and economy in the community.

(a) **Year-Round Information Services:** Harwich's Information Center is open 52 weeks a year. Combining this valuable resource with the Chamber's internet/website portals, New explore boards located at Logan Airport, North and South Stations as well in many locations throughout Massachusetts, New England and Nationally and continued telephone and mail inquiries, Harwich Chamber annually provides more than 320,000 instances of contact with visitors, seasonal and year-round homeowners and residents, organizations and businesses. These connections offer the opportunity to market and promote the Town utilizing our new brand "The Warm Side of the Cape." By being available to meet the needs of our "customers" we are able to encourage patronage of our local amenities and businesses and to connect individuals and businesses with the appropriate Town offices and officials 12 months a year in a friendly, warm and upbeat fashion.

(b) **Promoting the Town of Harwich:** The Harwich Chamber continues to be the lead force in promoting the Town of Harwich. By utilizing a multi-faceted approach, HCC strives to position Harwich as a premier destination for local, regional, national and international individuals and families. The marketing strategies are aimed at encouraging residents, second homeowners (current and potential), and visitors to avail themselves of Harwich's recreational amenities, as well as for shopping, dining, vacations, day trips, events and festivals. The plan, which positions Harwich as a desired vacation destination and an outstanding place in which to live and work, includes:

1. The 2019 Harwich Magazine will celebrate our history and our future as well as continue to share our Arts and Culture, the Town's primary comprehensive printed and online publication for attracting visitors to Harwich, and a year round resource for our residents, second home-owners and businesses.
2. The HCC website's robust content complements the Magazine and links to a wide range of Town resources.

3. Ancillary printed and on-line pieces, including specialized maps (cranberry bogs, lodging locator, dining locator, beaches, bike trail) that target market segments and interests. As well as the new Cultural District maps for Harwich Port and Harwich Center.
4. Media placements in local, regional and national publications.

Special events and festivals are about more than attracting people to town to enjoyable experiences. They are about defining key elements of Harwich's brand and about parlaying those assets into support for our businesses, non-profit organizations, and the community. In 2017 the Harwich Chamber of Commerce in partnership with sponsorships from Harwich Chamber of Commerce members we brought back after a 10 year absence the much loved Fireworks as part of the Harwich Cranberry Festival and continues to grow today. In addition, Fall for Harwich provided the umbrella under which thousands of people were invited to participate in a wide array of more than 30 events, including the half-marathon road race, music festival, bog walks, concerts, teas, arts & crafts, our second sidewalk sale and more. Fall for Harwich and Christmas in Harwich also provide opportunities for our local non-profits to raise much needed funds and increase their visibility. In addition, the Chamber continues to actively engage in creating and implementing new events as well as expanding existing events. In 2018, the Chamber coordinated ten Port Summer Night Musical Strolls in Harwich Port, (traditionally every Wednesday in July & August in 2018 we added the last Wednesday in August and the first Wednesday in September as a thank you to our residents) several musical concerts that combined opportunities with restaurants and other businesses to increase meals, shopping and a night out with a show. We look forward to continuing to expand these offerings in 2019.

Economic Development: HCC will continue to collaborate with the Town on economic development strategies and initiatives. Over this past year, HCC has worked tirelessly on behalf of the Town and its businesses and continues to do so with sponsoring gatherings with key partners at the state level bringing them into our town. The Chamber has also provided training, counsel and support to dozens of small businesses challenged to survive in the current economic climate, and has met with several individuals considering locating their business in Harwich.

HCC continues to strengthen its collaboration with other local chambers of commerce through the Local Cape Chambers Collaborative (LC3) and the Lower Cape Chambers group. Among the many activities currently underway are:

- With LC3 meeting with the Economic Development Council on regional economic development priorities, identified by local chambers in consultation with town officials
 - With LC3 continued advocacy on transportation issues, including real time information, bridge issues, issues relating to drug use, attracting more traffic to the Regional Airport and more.
 - With Lower Cape Chambers hosting the Annual Lower Cape Home & Garden Show this year again to be held at the Cape Cod Tech, trainings, inter-chamber networking (giving greater business-to-business opportunities)
 - Parking and Connectivity continue to explore opportunities for remote parking lots and transit service for harbors, beaches and other sites with high seasonal demand
- The Chamber is honored to partner with the Town on building a better community, but the Chamber relies on the Town's support to help achieve its goals. Without this support, the

Chamber's marketing activities will be significantly reduced. We appreciate the past support of the Town of Harwich and request funding for these important, revenue-generating initiatives. Thank you for your consideration

**THE FINANCE COMMITTEE RECOMMENDS THIS CUSTOMARY ARTICLE BE ACCEPTED AND ADOPTED AND FUNDED WITH \$30,000 OF FREE CASH.
VOTE: YES-7, NO-0, ABSTAIN-1**

MOTION: (Thomas Sherry-Finance Committee) I move that this article be accepted and adopted and that \$30,000 be transferred from Free Cash for this purpose.

Duly seconded

ACTION: Motion carried.

SUPPLEMENT ANNUAL ALLOCATION OF MASS CULTURAL COUNCIL FOR LOCAL CULTURAL COUNCIL GRANTS

ARTICLE 48: To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sufficient sum of money to supplement the Massachusetts Cultural Council annual allocation for community grant awards to artists, performers, and interpretive scientists who bring events and programs to local venues which enhance the cultural experience of Harwich citizens of all ages, and to act fully thereon. By request of the Harwich Cultural Council. Estimated Cost: \$3,600.

**THE FINANCE COMMITTEE RECOMMENDS THIS CUSTOMARY ARTICLE BE ACCEPTED AND ADOPTED AND FUNDED WITH \$3,600 OF FREE CASH.
VOTE: YES-7, NO-0, ABSTAIN-1**

MOTION: (Thomas Sherry-Finance Committee) I move that this article be accepted and adopted and that \$3,600 be transferred from free cash for this purpose.

Duly seconded

ACTION: It was a unanimous vote, so declared.

PLEASANT BAY RESOURCE MANAGEMENT PLAN UPDATE

ARTICLE 49: To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow the sum of \$26,170 to cover the Town's share of matching funds for conducting an update of the Massachusetts Estuaries Project Linked Watershed Model for Pleasant Bay. The funds will be combined with a total of \$119,220 in matching funds from the Towns of Brewster, Chatham and Orleans, and \$72,610 from the Southeast New England Estuaries Program Watershed Grant awarded to the Pleasant Bay Alliance. The model update is an implementation activity specified in the Pleasant Bay Watershed Permit issued to the Town by Massachusetts Department of Environmental Protection, and to act fully thereon. By request of the Pleasant Bay Alliance. Estimated cost: \$26,170.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND FUNDED WITH \$26,170.00 OF FREE CASH. THESE FUNDS WILL BE COMBINED WITH MATCHING FUNDS FROM, CHATHAM,

BREWSTER, AND ORLEANS AS WELL AS OTHER FUNDS TO UPDATE THE WATERSHED MODEL. VOTE: YES-8, NO-0

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$26,170 be transferred from Free Cash for this purpose.
Duly seconded

Notation: These funds will be combined with matching funds from Chatham, Brewster, and Orleans as well as other funds to update the watershed model.

ACTION: It was a unanimous vote, so declared.

**AMEND THE CODE OF THE TOWN OF HARWICH
TO PROHIBIT THE PROCUREMENT
OR DISPENSING OF BEVERAGES IN PLASTIC CONTAINERS**

ARTICLE 50: To see if the Town will vote to adopt the following as a General Bylaw and to insert it into the Code of the Town of Harwich as Chapter 125, Article I, §125-1:

The procurement by the Town of Harwich of either water or any other beverage in plastic containers of any size is prohibited, and the dispensing of water or any beverage in plastic containers is prohibited on Town property, and to act fully thereon. By Petition.

Explanation: The by-law is a municipal by-law. It eliminates town procurement and distribution of plastic bottled beverages. It is not a commercial ban. We are taking the perspective that the town, being a government entity, has within its oversight the responsibility to protect human and environmental health, with the latter also having a relationship to human health. Arguably, plastic is a known human health issue based on the fact that it cannot biodegrade and will enter the human food chain. Further, plastic production relies on non-renewable resources and creates toxic emissions at the point of production, recycling and incineration-based waste disposal. Also, there is evidence that chemicals within plastic leach into the beverage within a bottle thereby presenting yet another entry point for adverse health consequences.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE INDEFINITELY POSTPONED. THE SCOPE OF THE ARTICLE ENCOMPASSES ALL TOWN OWNED LAND AND PROPERTY INCLUDING BUILDINGS, ROADWAYS, PARKS, BEACHES, SCHOOLS, BIKE PATHS, CEMETERIES, MEMORIAL SQUARES, VEHICLES, AND MORE. ALONG WITH THE USE OF THESE TYPES OF CONTAINERS IN TOWN DEPARTMENTS WOULD MAKE THIS BY-LAW EXPENSIVE TO IMPLEMENT AND ENFORCE.
VOTE: YES-8, NO-0**

MOTION: (Patrick Otton) I move that Article 50 to be accepted and adopted and revised ro (sic) read as follows: Chapter 125, Article I, §125-1: The procurement by the Town of Harwich of either water or any other beverage in single-use plastic bottles of any size is

prohibited and the sale of water or any beverage in single-use plastic containers of any size prohibited on town property.

Any Town Department when engaged in public health and safety operations shall be exempt from this Bylaw effective January 1, 2020 Duly seconded

A motion was made and seconded to terminate debate, this required a ¾ majority vote to pass, it was a unanimous vote, so declared.

ACTION: A standing count was taken YES 235 NO 194, the motion carried

REFRAIN FROM USING TOWN FUNDS/RESOURCES TO ENFORCE FEDERAL IMMIGRATION LAWS

ARTICLE 51: To see if the Town of Harwich will vote to request the Selectmen to authorize Town law enforcement and Town officials to refrain from using Town funds and/or other Town resources to enforce federal immigration laws to the extent permissible by law, including, but not limited to, 8 U.S.C. §1373 and 8 U.S.C. §1644, in keeping with current practices, unless presented with a criminal warrant, court order or other evidence of probable cause as required by the Fourth Amendment of the United States Constitution, and to act fully thereon. (Non-binding resolution) By Petition. No funding requested

Explanation: This article is a non-binding resolution that asks the Town of Harwich to affirm its current policy regarding immigration enforcement and its Police Mission Statement to provide "legitimate and equitable law enforcement with a strong focus on active community engagement and community service." When everyone feels free to approach police or other officials, including people concerned about their immigration status, then it is more likely that suspicious activity will be reported, that people will step forward as witnesses, that an abused woman will come for help, that people will call in an emergency. This approach has already been favored in several Cape Cod towns, and also by police chiefs throughout the country. Reports show that decreases in crime with this approach – just as multiple studies show that immigrants in general are less likely to commit crimes than U.S. born persons. Those are facts. The Town of Harwich has a clear interest in unbiased community interactions and the Harwich Police Department is committed to the "health, well-being, and safety" of all town residents. This article will help in achieving these goals.

FINANCE COMMITTEE RECOMMENDS NO RECOMMENDATION PENDING FURTHER INFORMATION (NRPF). FINANCE COMMITTEE VOTES NRPF WHEN, AT THE TIME THE WARRANT IS PRINTED, IT HAD INSUFFICIENT OR INCOMPLETE INFORMATION TO MAKE AN INFORMED RECOMMENDATION. IT DOES NOT IMPLY A NEGATIVE FINANCE COMMITTEE VIEW, ONLY AN INCOMPLETE UNDERSTANDING OF THE ARTICLE SO VOTED. FINANCE COMMITTEE WILL MAKE ITS FINAL RECOMMENDATION AT TOWN MEETING AFTER HAVING RECEIVED FURTHER INFORMATION. VOTE: YES-8, NO-0

MOTION: (Maria Rudden) I move that this article be accepted and adopted as printed in the Warrant

Duly seconded

A motion was made and seconded to terminate debate, this required a ¾ majority vote to pass, it was a unanimous vote, so declared.

ACTION: Motion carried.

SUPPORT FOR LEGISLATION TO CHANGE STATE SEAL AND MOTTO

ARTICLE 52: To see if the Town will vote to support proposed legislation providing for the creation of a special commission to (1) investigate the features of the official seal and motto of the Commonwealth, and (2) ensure that they accurately reflect and embody the historic and contemporary commitments of the Commonwealth to peace, justice liberty and equality as well as basic respect for members of Native Nations residing in the Commonwealth, and to act fully thereon. By Petition

Explanation: Resolution in Support of Changing the State Flag and Seal of Massachusetts: Whereas the history of the State of Massachusetts is replete with instances of conflict between the European Colonists and the Native Nations of the region, who first extended the hand of friendship to the Colonists on their shores in 1620, and helped them to survive starvation during the settlers' first winters on their land; Whereas members of the Native Nation for whom the State of Massachusetts is named were ambushed and killed by Myles Standish, first commander of the Plymouth Colony, in April of 1623, barely two years after the Pilgrims arrived on their shores; Whereas the naked Colonial broadsword brandished above the head of the Native man on the Massachusetts state Flag and Seal is copied from Myles Standish's own broadsword, borrowed from the Pilgrim Hall in Plymouth by the illustrator Edmund Garrett in 1884; Whereas the belt binding the Native's cloak on the Flag and Seal is modeled after a belt worn by Metacomet, known to the English as King Philip, who was among the Wampanoag leaders who resorted to a mutually destructive war in 1675-76 in defense of Native lands against Euro-Colonial encroachment; Whereas the proportions of the body of the Native man in the Flag and Seal were taken from a Native skeleton kept in Winthrop, the bow modeled after a bow taken from a Native man shot and killed by a colonist in Sudbury in 1665, and his features taken from a photograph of an Ojibwe chief from Great Falls, Montana, considered by the illustrator to be a "fine specimen of an Indian," though not from Massachusetts; Whereas the history of relations between Massachusetts since Colonial times and the Native Nations who continue to live within its borders includes the forced internment of thousands of so-called "praying Indians" on Deer Island, in Boston Harbor, where they died by the hundreds of exposure in 1675; their subsequent enslavement in Boston, Bermuda, and the Caribbean Islands; the offering of 40 pounds sterling as bounty for the scalps of Native men, women and children in Massachusetts beginning in 1686, increased to 100 pounds sterling for the scalps of Native adult males by 1722, half the amount for Native women and children; Whereas Native Nations within the boundaries of Massachusetts were kept in a state of serfdom, and their members legally considered incompetent wards of the state until the

nonviolent action of the so-called Mashpee Rebellion of 1833 led to the granting of Native self-rule by the Massachusetts legislature in 1834, as if the sovereign right of Native self-government was the Massachusetts legislature's to confer;
Whereas Native Americans were legally prohibited from even stepping foot into Boston from 1675 until 2004, when that law was finally repealed;
Whereas the 400th anniversary of the landing of the European Colonists at Plymouth Plantation, which gave rise to the long chain off genocidal wars and deliberate policies of cultural destruction against Native Nations of this continent, is approaching in the year 2020, affording every citizens of the Commonwealth a chance to reflect upon this history and come to a new awareness of a better relationship between the descendants of the Euro-Colonial immigrants and the Native Nations of these shores;
And whereas members of Native Nations have long suffered the many abuses of racism, the appropriation of their symbols for public schools and sports teams, the diminution and pollution of their ancestral lands and the encroachment of their cultural lifeways;
Therefore, we the voters of the Town of Harwich hereby adopt this resolution in support of HD.2968 and SD.1495, a Resolve providing for the creation of a Special Commission relative to the Seal and Motto of the Commonwealth, such commission to include members of the legislature and members of Native Nations residing in the Commonwealth. We believe that this effort is long overdue and is necessary to ensure respectful treatment of a people long denied the full experience of citizenship in the Commonwealth

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE INDEFINITELY POSTPONED. THE FINANCE COMMITTEE BELIEVES REQUESTS TO CHANGE THE STATE SEAL AND MOTTO SHOULD BE MADE AT THE STATE LEVEL AND NOT TOWN BY TOWN. HERE IN HARWICH THE STATE FLAG WITH THE SEAL AND MOTTO HAS FLOWN SINCE THE EARLY 1800'S AND IS PART OF THE HISTORY AND HERITAGE OF THE TOWN. DURING THE AMERICAN CIVIL WAR EVERY STATE RAISED VOLUNTEER REGIMENTS WHERE THE 341 HARWICH VOLUNTEERS SERVED FLEW THIS FLAG. THEIR SACRIFICES UNDER THIS FLAG SHOULD ALWAYS BE HONORED AND REMEMBERED. VOTE: YES-6, NO-2

MOTION: (Rosanne Shapiro) I move that this article be accepted and adopted as printed in the Warrant
Duly seconded

A motion was made and seconded to terminate debate, this required a ¾ majority vote to pass, it was a unanimous vote, so declared.

ACTION: A standing count was taken YES 191 NO 213, the motion failed

GENERAL BYLAW AMENDMENT. SINGLE USE PLASTIC STRAW BAN BYLAW

ARTICLE 53: To see if the Town will vote to amend the Harwich General Bylaw Chapter 122 Hazardous Materials as follows:

Article III Single-Use Plastic Straws

122-9. Single-Use Plastic Straw Ban

122-9-1. Intentions and Findings.

It has been found that:

- 1) Plastic straws are rarely recycled.
- 2) Harwich's proximity to bodies of salt and fresh water means that plastic straws that go uncollected by DPW have a high chance of ending up on the beaches or in the water.
- 3) Plastic straws take up to 200 years to degrade.
- 4) Accidental ingestion of plastics, including straws, kills and injures many animals.
- 5) The degrading of plastic straws releases chemicals toxic to wildlife and the environment.
- 6) The United States currently uses approximately 500 million straws per day.
- 7) There is a national movement to reduce and ban the use of plastic straws and reasonable affordable alternatives are available.

Because Harwich has a duty to protect the natural environment, and its preservation affects the economy and the health of its citizens, this amendment proposes to ban the sale or dispensing of single use plastic straws, including those made from polyethylene, polypropylene, and polystyrene, by any food establishment, retail establishment, or public venue in the Town of Harwich.

122-9-2. Definitions

"Plastic straw" shall mean any single use plastic straw including but not limited to those made from polyethylene, polypropylene, and polystyrene.

"Food Establishment" shall mean any operation, including without limitation schools, farmers markets and other public venues, that stores, prepares, packages, serves, vends or otherwise provides food for human consumption. Any establishment requiring a permit to operate in accordance with the State Food Code, 105 CMR 590.000, et. seq., shall be considered a Food Establishment for the purposes of this bylaw.

"Retail Establishment" shall mean any commercial business facility that sells goods directly to consumers including but not limited to grocery stores, pharmacies, liquor stores, convenience stores, retail stores and vendors selling clothing, food, and personal items, dry cleaning services, theaters and all other food service establishments.

"Public Venues" shall mean operations including but not limited to meeting halls, churches, schools, Town buildings and offices.

122-9-3. Use Regulations

Plastic straws shall not be used, dispensed, or sold by any Food Establishments or any Retail Establishment within the Town of Harwich on or after January 1, 2020. Any stock

remaining after that date shall be accepted for disposal free of charge, through January 31, 2020, at the Harwich Transfer Station.

122-9-4. Administration and Enforcement

This Bylaw may be enforced by any Town Police Officer or agent of the Board of Health through any lawful means in law or in equity, including but not limited to non-criminal disposition pursuant to MGL Chapter 40 Section 21D and Article VII General Section 37. Penalties And Enforcement of the Town's General Bylaws. If non-criminal disposition is elected, then any Establishment which violates any provision of this Bylaw shall be subject to the following penalties:

First Offense: \$100 fine

Second Offense: \$200 fine

Third and Subsequent Offenses: \$300 fine for each offense

Offenses occurring within two years of the date of first reported offense will be considered as subsequent offenses. Each day or portion thereof shall constitute a separate offense, to do or act anything thereon.

The Board of Health, after a hearing conducted in accordance with the procedures set forth in 105 CMR 590.14 and 590.15, may suspend or revoke the food service permit for any establishment failing to comply with this Bylaw.

122-9-5. Severability

If any provision of this bylaw is declared invalid, or unenforceable, the other provisions shall not be affected thereby. Or take any other action relative there to. By Petition.

FINANCE COMMITTEE RECOMMENDS NO RECOMMENDATION PENDING FURTHER INFORMATION (NRPF). FINANCE COMMITTEE VOTES NRPF WHEN, AT THE TIME THE WARRANT IS PRINTED, IT HAD INSUFFICIENT OR INCOMPLETE INFORMATION TO MAKE AN INFORMED RECOMMENDATION. IT DOES NOT IMPLY A NEGATIVE FINANCE COMMITTEE VIEW, ONLY AN INCOMPLETE UNDERSTANDING OF THE ARTICLE SO VOTED. FINANCE COMMITTEE WILL MAKE ITS FINAL RECOMMENDATION AT TOWN MEETING AFTER HAVING RECEIVED FURTHER INFORMATION. VOTE: YES-8, NO-0

MOTION: (Andrew Matheson) I move that this article be accepted and adopted as printed in the Warrant

Duly seconded

AMEND THE MAIN MOTION: (Tina Games-Evans) proposed an amendment – then withdrew the amendment.

The question was raised as to Mr. Matheson's status as a registered voter in the Town of Harwich, The Registrars determined that he was not a registered voter, therefore this motion was improperly on the floor.

The Moderator requested a new motion:

MOTION: (Bernadette Waystack) I move that this article be accepted and adopted as printed in the Warrant
Duly seconded

A motion was made and seconded to terminate debate, this required a ¾ majority vote to pass, it was a unanimous vote, so declared.

ACTION: Motion carried.

**AMENDMENT TO THE HARWICH BOARD OF HEALTH REGULATIONS –
RESTRICT THE SALE OF FLAVORED TOBACCO**

ARTICLE 54: To amend the Regulation of the Harwich Board of Health Restricting the Sale of Tobacco Products by adding the additional language:

C. Definitions:

Flavored Tobacco Product: Any tobacco product or component part thereof that contains a constituent that has or produces a characterizing flavor. A public statement, claim or indicia made or disseminated by the manufacturer of a tobacco product, or by any person authorized or permitted by the manufacturer to make or disseminate public statements concerning such tobacco product, that such tobacco product has or produces a characterizing flavor shall constitute presumptive evidence that the tobacco product is a flavored tobacco product.

N. Prohibition of the Sale of Flavored Tobacco Products [subsequent sections relettered]

The sale of flavored tobacco products is prohibited. No person shall sell or distribute or cause to be sold or distributed any flavored tobacco product.

and to act fully thereon. By Petition.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE INDEFINITELY POSTPONED. HEALTH REGULATIONS SHOULD COME FROM THE BOARD OF HEALTH WORKING WITH THE HEALTH DEPARTMENT, NOT BY CITIZENS PETITIONS. THE WORDING OF THIS ARTICLE DOES NOT PASS LEGAL REVIEW BY TOWN COUNCIL, AND IT IS RECOMMENDED THAT THE PETITIONERS BRING THEIR REQUEST TO THE BOARD OF HEALTH. VOTE: YES-8, NO-0

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be indefinitely postponed.
Duly seconded

ACTION: This article was indefinitely postponed.

SELECTMEN AND FINANCE COMMITTEE PUBLIC RECORD OF VOTES

ARTICLE 55: To see if the Town will vote to require the individual voting records of Selectmen and Finance Committee members as recorded in the minutes of relevant meetings be included in the Warrant with any Article before Town Meeting for a vote at any Annual or Special Town Meeting, and to act fully thereon. Estimated cost: \$0.00. By Petition.

***Explanation:** Many voters do not follow any selectmen's meetings, or Finance Committee meetings. Many are not substantially informed about the pros and cons of an article until the requirement to vote is at hand. This proposal will establish an easily verifiable record for voters, and so should be of assistance at Town Meeting, when explanations may be required or a full sense of the Board of Selectmen needs to be understood. It will also serve as a readily available record for and about any individual seeking an appointment or reelection.*

FINANCE COMMITTEE RECOMMENDS NO RECOMMENDATION PENDING FURTHER INFORMATION (NRPF). FINANCE COMMITTEE VOTES NRPF WHEN, AT THE TIME THE WARRANT IS PRINTED, IT HAD INSUFFICIENT OR INCOMPLETE INFORMATION TO MAKE AN INFORMED RECOMMENDATION. IT DOES NOT IMPLY A NEGATIVE FINANCE COMMITTEE VIEW, ONLY AN INCOMPLETE UNDERSTANDING OF THE ARTICLE SO VOTED. FINANCE COMMITTEE WILL MAKE ITS FINAL RECOMMENDATION AT TOWN MEETING AFTER HAVING RECEIVED FURTHER INFORMATION. VOTE: YES-8, NO-0

MOTION: (Dana DeCosta-Finance Committee) I move that this article be accepted and adopted with the following change, replace the words individual voting records with total voting records. Duly seconded

Notation: Directive or sense of meeting

ACTION: Motion failed.

A motion was made and seconded to reconsider this article, it was a unanimous vote, so declared.

MOTION: (Matt Sutphin) I move that this article be accepted and adopted as printed in the warrant. Duly seconded

ACTION: Motion carried

AMEND THE CODE OF THE TOWN OF HARWICH CHARTER TO UPDATE THE NAME "SELECTMEN" TO "SELECT BOARD"

ARTICLE 56: To see if the Town will vote to propose the following amendment to the Harwich Home Rule Charter, to be approved by the voters at the next annual Town election as follows: (new text shown as underlined)

Amend Chapter 3, §1-1 as follows:

A board of selectmen of 5 members shall be elected at-large for 3-year overlapping terms. For purposes of this Charter, the Board of Selectmen shall be referred to as the Select Board.

And further, by deleting, in every other instance in which they appear, the words “Board of Selectmen” and inserting in their place, the words, “Select Board”, and to act fully thereon. By Petition.

Explanation: To amend the charter to reflect that not only men are elected to the Board of Selectmen and to ensure that the Town is viewed as inclusive to all.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO REFER THIS REQUEST TO THE BY-LAW/CHARTER REVIEW COMMITTEE, AND FURTHER TO ASK THE BY-LAW/CHARTER REVIEW COMMITTEE TO REPORT WITH THEIR RECOMMENDATION AND OR PROPOSAL TO THE NEXT ANNUAL TOWN MEETING. VOTE: YES-8, NO-0

MOTION: (Linda Cebula) I move that this article be accepted and adopted as printed in the Warrant. Duly seconded

ACTION: This article required a 2/3 majority vote to pass, it was ruled to not have received the necessary 2/3 majority vote, motion failed.

PET BURIAL GROUND

RESCIND ARTICLE 57 OF THE MAY 2016 ANNUAL TOWN MEETING AUTHORIZING THE PET BURIAL GROUND

ARTICLE 57: To see if the Town will vote to rescind its previous action on Article 57 of the 2016 Annual Town Meeting and take the parcel of land containing 2.25 acres, more or less, located at 276 Queen Anne Road, shown on Assessors Map 69 as Parcel M1, and being a portion of the premise acquired by the Town pursuant to order of taking recorded with the Barnstable Registry of Deeds in Book 11666, Pages 103-105 from the jurisdiction of the Cemetery Commission and return such jurisdiction to the Board of Selectmen for the care, custody, management and control of said property, and to act fully thereon. By Petition.

*Explanation: 1. The Cemetery Commissioners do not have the jurisdiction to solicit or evaluate alternative proposals for this valuable parcel of land, therefore, the best interests of the taxpayers cannot be assured under their purview. The Town Selectmen have such jurisdiction and it's within their purview to maximize and protect taxpayer interests.
2. The proposal for using this land as a pet burial ground relies on a significant but unspecified portion of its revenue coming from residents of other towns, as well as unknown levels of “donations.” Any shortfalls from these unspecified revenue sources will*

result in Harwich taxpayers having to foot larger shares of the burden in effect providing potentially higher and higher levels of subsidy into the future. Accordingly, this taxpayer petition requests that the jurisdiction of this land be returned to the Town Selectmen.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE INDEFINITELY POSTPONED. THE CEMETERY COMMISSION HAS PUBLICLY STATED THAT THEY WILL NOT DECLARE THIS LAND AS SURPLUS WHICH THEY WOULD NEED TO DO IN ORDER TO REVERT THE CONTROL BACK TO THE BOARD OF SELECTMEN. PREVIOUS TOWN MEETING ARTICLES REQUESTING TO SELL THE LAND HAVE NOT PASSED. THE 2016 ANNUAL TOWN MEETING VOTED IN FAVOR OF THE PET BURIAL GROUND. VOTE: YES-6, NO-2

MOTION: (Tom Birch) I move to transfer the care, custody, control, and management of the 2.24-acre, more or less, parcel of land located at 276 Queen Anne Road, shown on Assessors Map 69 as parcel M1, and being a portion of the premises acquired by the Town pursuant to order of taking recorded with the Barnstable Registry of Deeds in Book 11666, pages 103-105, from the Cemetery Commission currently held for the purpose of a Pet Crematory and Pet Burial ground to the Board of Selectmen to be held for general municipal purposes. Duly seconded

A motion was made and seconded to terminate debate, this required a ¾ majority vote to pass, it was a unanimous vote, so declared.

ACTION: This article required a 2/3 majority vote to pass, it was ruled to have received the necessary 2/3 vote, motion carried.

ESTABLISH ANNUAL REVOLVING FUND FOR THE PET BURIAL GROUND

ARTICLE 58: To see if the Town will vote to amend the Departmental Revolving Funds By-law by adding a new revolving fund to be known as the Harwich Pet Memorial Gardens & Walking Park Fund, as set forth as follows:

Revolving Fund	Authorize to Spend Fund	Revenue Source	Use of Fund
Harwich Pet Memorial Gardens & Walking Park Fund	Cemetery Administrator, Cemetery Commission	Revenue received from the sale of pet burial lots and fees	Maintenance, improvements, care and support of pet burial ground to the pet burial ground

Or to act fully thereon. By request of the Cemetery Commission.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO ALLOW FOR A FUNDING SOURCE FOR THE COMPLETION, OPERATION, AND MAINTENANCE OF THE GROUNDS. TOWN MEETING VOTED A PET BURIAL GROUNDS IN MAY 2016, BUT THE INTENDED FUNDING SOURCE WAS DEEMED INAPPROPRIATE BY TOWN COUNSEL. A NEW FUNDING SOURCE THEREFORE NEEDS TO BE CREATED IN ORDER TO OPERATE THE GROUNDS WITH USER FEES INSTEAD OF ADDITIONAL TAX DOLLARS. VOTE: YES-5, NO-1

MOTION: A motion was made to accept and adopt article 58 as printed.

Duly seconded

ACTION: Motion failed.

COMPLETE THE CONSTRUCTION OF THE PET BURIAL GROUNDS

ARTICLE 59: To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sufficient sum of money to fund the completion of the pet burial grounds, \$60,720 and to reimburse the General Fund \$70,280 for the initial cost of preparing and improving the burial grounds. Funds contained within this appropriation are to come from the sale of pet burial lots and fees, and to act fully thereon. By request of the Cemetery Administrator and the Cemetery Commission. Estimated cost: \$131,000.

FINANCE COMMITTEE RECOMMENDS NO RECOMMENDATION PENDING FURTHER INFORMATION (NRPF). FINANCE COMMITTEE VOTES NRPF WHEN, AT THE TIME THE WARRANT IS PRINTED, IT HAD INSUFFICIENT OR INCOMPLETE INFORMATION TO MAKE AN INFORMED RECOMMENDATION. IT DOES NOT IMPLY A NEGATIVE FINANCE COMMITTEE VIEW, ONLY AN INCOMPLETE UNDERSTANDING OF THE ARTICLE SO VOTED. THE FINANCE COMMITTEE WILL MAKE ITS FINAL RECOMMENDATION AT TOWN MEETING AFTER HAVING RECEIVED FURTHER INFORMATION. VOTE: YES-5, NO-1

MOTION: A motion was made to accept and adopt article 59 as printed, with no money.

Duly seconded

ACTION: Motion failed.

LAND MATTERS

APPROVE EASEMENT FOR VERIZON AND EVERSOURCE ENERGY AT 1464 ORLEANS-HARWICH ROAD (RTE. 39) AT FIRE STATION 2

ARTICLE 60: To see if the Town will vote to authorize the Board of Selectmen to grant to Verizon New England Inc. and NStar Electric Company d/b/a Eversource Energy perpetual rights and easements for telephone and electric services to be installed on (1) parcel of land at 1464 Orleans Road (Rt. 39). This parcel is identified on Assessor's Map 87, Parcel J1, being the site of the new Fire Station 2, on such terms and conditions and for such consideration as the Selectmen may determine, which may be nominal consideration, and to act fully thereon. By request of the Board of Selectmen.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO ALLOW UTILITIES ACCESS TO THE NEW STATION.

VOTE: YES-8, NO-0

MOTION: (Dana DeCosta, Finance Committee) I move that this article be accepted and adopted as printed in Warrant.

Duly seconded

ACTION: It was a unanimous vote, so declared.

**HARWICH AFFORDABLE HOUSING TRUST – LIST OF TOWN PROPERTIES
TO DESIGNATE AS AFFORDABLE**

ARTICLE 61: To see if the Town will vote to transfer the care, custody and control of the parcels of land described below from the tax custodian, the Board of Selectmen or other board or officer having custody thereof for tax title, affordable housing or other purposes for which such parcels are currently held to the Harwich Affordable Housing Trust for affordable housing purposes including the purpose of conveyance, and to authorize the execution of any deeds and other documents as may be necessary or appropriate to accomplish the foregoing, which parcels of land are described more particularly as follows:

- (a) Two parcels of land located on Oak Street, one identified on Assessors May 61 as Parcel B1-A (containing 1.58 acres, more or less) and the other on Assessors Map 61 as Parcel B1-B (containing 1.32 acres, more or less), shown on a plan recorded with the Barnstable Registry of Deeds in Plan Book 337, Page 62, and being the premises described in a deed recorded in Book 6233, Page 206;
- (b) The parcel of land located on Depot Street, identified on Assessor's Map 56 as Parcel P12 (containing one acre, more or less), and being a portion of the premises described in Book 652, Page 71 and being the premises described in Foreclosure in Tax Lien Case in Book 21728, Page 319;
- (c) The following parcels of land located on or near: 0 Depot Road, identified on Assessors Map 63 as Parcel J1 (containing 1.41 acres, more or less), and being the premises described in a deed in Book 8241, Page 226; 0 Orleans Road, identified on Assessors Map 63 as Parcel J2 (containing 4.59 acres, more or less) and being the premises described in Book 8241, Page 230; 0 Depot Road, shown on Assessors Map 63 as Parcel J3 (containing 17.35 acres, more or less) and being the premises described in Book 8241, Page 234;
- (d) A parcel of land located at 728 Main Street, identified on Assessor's Map 41 as Parcel B8 (containing 1.38 acres, more or less), and being the premises described in Book 1368, Page 738 and Book 9770, Page 17; and
- (e) A parcel of land located at 265 Sisson Road, identified on Assessor's Map 40 as Parcel Z5 (containing 1.11 acres, more or less), and being the premises described in Book 9770, Page 13.

and to act fully thereon. By request of the Board of Selectmen.

Explanation: The newly founded Affordable Housing Trust will use these properties to create housing for qualified persons. The Trust will explore the ability to develop each for affordable housing over the next few years. The Board of Selectmen does have the ability to transfer some such as Willow Street under previous Town Meeting Action.

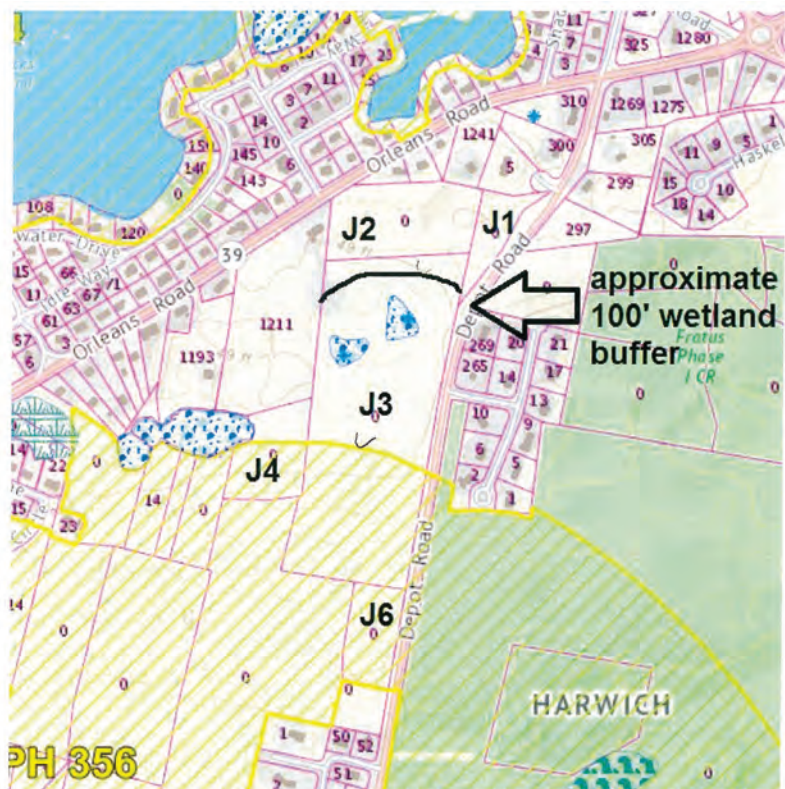
THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO MAKE LAND AVAILABLE FOR FUTURE PROPOSALS FOR POSSIBLE AFFORDABLE HOUSING UNITS. VOTE: YES-6, NO-1

MOTION: (Dana DeCosta, Finance Committee) I move that this article be accepted and adopted with the following changes: in item (C) the Town impose a limitation on development on the southern portion of parcel J3 in the area identified as falling under the Massachusetts endangered species jurisdiction and the isolated wetlands (potentially vernal pools) as shown on the map available at this Town Meeting, and excluding (D) 728 Main Street. Duly seconded

AMEND THE MAIN MOTION: (James Donovan) Amend Article #61 – section (C) regarding parcel J3 – that the Town excludes development of Map 63-Parcel J3 extending from 100 feet north of the northern-most state-classified vernal pool and isolated wetland, extending south through the property to Map 63 – Parcel J6 (as shown on the attached map or viewed on the screen), However, nothing in this restriction shall prohibit the restricted area from being utilized for mitigation to support development on the remainder of Parcel J3, J2 or J1 Duly seconded

ACTION ON THE AMENDMENT: Amendment carried

ACTION ON THE MAIN MOTION AS AMENDED: Motion carried.



REVOLVING/STABILIZATION/OPEB FUNDS

AMEND THE CODE OF HARWICH GENERAL BY-LAWS – CHAPTER 8 DEPARTMENTAL REVOLVING FUNDS § 8-1. FUNDS ESTABLISHED.

ARTICLE 62: To see if the Town will vote to amend the Departmental Revolving Funds By-law as set forth below: by amending the revenue sources for the following Revolving Funds: Golf Pro Shop and Restaurant Lease to include the lease revenue for the Restaurant located at the Clubhouse, for the Golf Infrastructure fund to include a portion of membership fees and for the Community Center to decrease receipts from weight room members to 75%. To amend the uses of the Cemetery Revolving fund to revert back to the original narrative of ATM 2010 Article 51, approved on May 3, 2010 to include maintenance, care and support of town cemetery properties, and by inserting the following Revolving Funds: Middle School, Sidewalks and Tax Title previously approved at various Annual Town Meetings; and to act fully thereon. By request of the Finance Director, Golf Committee and Cemetery Commission.

<u>Revolving Fund</u>	<u>Authorize to Spend Fund *</u>	<u>Revenue Source</u>	<u>Use of Fund</u>
Golf Pro Shop and Restaurant Lease Revenue	Director, Golf Committee & ATA	Golf Lessons, Pro Shop Sales and Restaurant Lease Revenue	Pro Shop expenses, clubhouse and kitchen maintenance, modernization, and lessons instructor
Golf Infrastructure Fund	Director, Golf Committee	Surcharge on all green fees and cart fees as well as a portion of golf membership fees.	CVGC Infrastructure including Club House facilities, maintenance facilities
Cemetery	Administrator & Cemetery Commission	90% of Lot Sales, 100 % of all Cemetery Services and Fees	Maintenance, care and support of town cemetery properties
Community Center	Director & Facilities Committee	75 % of the fees from use of the weight room	Weight Room Equipment (and repair)
Middle School Cultural Center	Community Center Director and Facilities Manager	Funds generated from receipt of lease or fees collected for short term, year-round, temporary or otherwise, room (s) use and rental	Funding restorations, maintenance, care and support
Sidewalks	Town Planner and Planning Board	Sidewalk improvements including consulting services and construction	Monies generated from receipts paid to the Town in lieu of sidewalks required to be installed in new subdivisions
Tax Title Collection	Treasurer/Collector	Fees collected for certain costs, charges, and fees incurred by the Treasurer/Collector and collected upon redemption of tax titles or sales of real property acquired through foreclosures of tax titles	To offset expenses incurred in connection with tax takings or tax title foreclosures

**All entities authorized to spend from any revolving funds are required to submit a quarterly report of spending to the Town Administrator and Board of Selectmen.*

Explanation: *The golf department would like to establish additional funding to support necessary kitchen renovations, upgrades and modernization of equipment of the restaurant facility located at the Cranberry Golf Course Clubhouse. Allocating the amounts received for the lease of the restaurant will help to support this initiative. The golf department would also like to establish a portion of membership fees to support the ongoing infrastructure needs of the golf course.*

According to ATM 2010, Article 51 approved on May 3, 2010 the cemetery revolving fund was established to support the maintenance and care of town cemeteries, when the by-law was established the use of the fund was reduced to the maintenance only of cemeteries thereby limiting the uses of the fund, this amendment strives to revert the use of the properties back to the original intention. The Municipal Modernization Act requires Revolving funds to be established by by-law or ordinance, the Middle School Revolving Fund was established by vote of ATM 17 Article #46, the Sidewalk Revolving Fund was established by vote of ATM 17 Article #47 and the Tax Title Revolving Fund was established by vote of ATM 18 Article #65.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO MEET NEW STATE REQUIREMENTS REGARDING REVOLVING FUNDS. VOTE: YES-8, NO-0

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted as printed in Warrant. Duly seconded

AMEND THE MAIN MOTION: (Peggy Gabour) I move that #3 Cemetery under Use of Fund that the word “support” be removed and it will read as follows “maintenance and care of Town Cemeteries” Duly seconded

ACTION ON AMENDMENT: Amendment failed

ACTION ON MAIN MOTION: Motion carried.

RESCIND THE ESTABLISHMENT OF THE CAPITAL INFRASTRUCTURE REVITALIZATION FUND AT CRANBERRY VALLEY GOLF COURSE

ARTICLE 63: To see if the Town will vote to rescind the establishment of a Capital Infrastructure Revitalization Fund at Cranberry Valley Golf Course which was established pursuant to the provisions of Massachusetts General Laws Chapter 40 5F originally established by vote at the Annual Town Meeting 2016 by Article 15; and to act fully thereon. By request of the Finance Director

Explanation: *The Capital Infrastructure Revitalization Fund was subsequently established as a revolving fund by vote at the Annual Town Meeting 2017 Article 48 therefore this fund is no longer necessary.*

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. A NEW REVOLVING FUND FOR GOLF IS BEING REQUESTED MAKING THIS FUND NO LONGER NECESSARY. VOTE: YES-8, NO-0

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted as printed in Warrant. Duly seconded

ACTION: Motion carried.

**RESCIND THE AUTHORIZATION FOR THE GOLF RESTAURANT LEASE 53D
REVOLVING ACCOUNT AND TRANSFER THE BALANCE INTO THE PRO
SHOP REVOLVING ACCOUNT**

ARTICLE 64: To see if the Town will vote to rescind Article 49 of the 2010 Annual Town Meeting and to transfer the unexpended balance in said account into the Golf Pro Shop Lease Revenue Revolving Account; and to act fully thereon. By request of the Finance Director

Explanation: *Article 49 of the 2010 Annual Town Meeting referenced MGL Chapter 44, Section 53D and should have referenced MGL Chapter 44, Section 53E ½. This rescission corrects the oversight, the additional source of funding for the Golf Pro Shop and Restaurant Lease Revenue is authorized through the Revolving By-law.*

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. A NEW REVOLVING FUND FOR GOLF IS BEING REQUESTED MAKING THIS FUND NO LONGER NECESSARY.
VOTE: YES-8, NO-0**

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted as printed in Warrant. Duly seconded

ACTION: Motion carried.

DEPARTMENTAL REVOLVING FUNDS AUTHORIZATION

ARTICLE 65: To see if the Town will vote to set spending limits for various revolving funds that have been authorized pursuant to Section 8.1 of the Town Code; and to act fully thereon. By request of the Finance Director.

<u>Revolving Fund</u>	<u>FY 20 Spending Limit</u>	<u>Disposition of FY19 Fund balance</u>
Golf Pro Shop and Restaurant Lease Revenue	\$250,000	Available for expenditure
Golf Infrastructure fund	\$140,000	Available for expenditure
Council on Aging	\$125,000	Available for expenditure
Cemetery	\$100,000	Available for expenditure
Community Center	\$100,000	Available for expenditure
Recreation	\$175,000	Available for expenditure
Albro House	\$10,000	Available for expenditure
ADA	\$2,500	Available for expenditure
Wetlands	\$6,000	Available for expenditure
Middle School Cultural Center	\$100,000	Available for expenditure
Sidewalks	\$50,000	Available for expenditure
Tax Title Collection	\$36,000	Available for expenditure
Pet Burial Ground	\$140,000	Available for expenditure

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO ESTABLISH THE FUNDING LEVELS OF THE REVOLVING FUNDS. VOTE: YES-8, NO-0

MOTION: (Dana DeCosta-Finance Committee) I move that this article be accepted and adopted as printed in Warrant, with the following change by removing the last fund which is the Pet Burial Ground \$140,000 available expenditure. Duly seconded

AMEND MAIN MOTION: (Tom Birch) I move to amend Article 65 – reduce cemetery spending to the amount of \$40,000. Duly seconded

ACTION ON AMENDMENT: Amendment failed

ACTION ON MAIN MOTION: Motion carried

STABILIZATION FUND

ARTICLE 66: To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to be added to the Stabilization Fund, and to act fully thereon. By the request of the Board of Selectmen. Estimated cost: \$400,000.

FINANCE COMMITTEE RECOMMENDS NO RECOMMENDATION PENDING FURTHER INFORMATION (NRPF). FINANCE COMMITTEE VOTES NRPF WHEN, AT THE TIME THE WARRANT IS PRINTED, IT HAD INSUFFICIENT OR INCOMPLETE INFORMATION TO MAKE AN INFORMED RECOMMENDATION. IT DOES NOT IMPLY A NEGATIVE FINANCE COMMITTEE VIEW, ONLY AN INCOMPLETE UNDERSTANDING OF THE ARTICLE SO VOTED. FINANCE COMMITTEE WILL MAKE ITS FINAL RECOMMENDATION AT TOWN MEETING AFTER HAVING RECEIVED FURTHER INFORMATION. VOTE: YES-8, NO-0

MOTION: (Dana DeCosta-Finance Committee) I move that this article be accepted and adopted and that the sum of \$550,000 be transferred from Free Cash for this purpose.

Duly seconded

ACTION: It was a unanimous vote, so declared.

OPEB TRUST FUND

ARTICLE 67: To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to be added to the OPEB Trust Fund, and to act fully thereon. By the request of the Board of Selectmen. Estimated cost: \$500,000

FINANCE COMMITTEE RECOMMENDS NO RECOMMENDATION PENDING FURTHER INFORMATION (NRPF). FINANCE COMMITTEE VOTES NRPF WHEN, AT THE TIME THE WARRANT IS PRINTED, IT HAD INSUFFICIENT OR INCOMPLETE INFORMATION TO MAKE AN INFORMED RECOMMENDATION. IT DOES NOT IMPLY A NEGATIVE FINANCE COMMITTEE VIEW, ONLY AN INCOMPLETE UNDERSTANDING OF THE ARTICLE SO VOTED. FINANCE COMMITTEE WILL MAKE ITS FINAL RECOMMENDATION AT TOWN MEETING AFTER HAVING RECEIVED FURTHER INFORMATION. VOTE: YES-8, NO-0

MOTION: (Dana DeCosta-Finance Committee) I move that this article be accepted and adopted and that the sum of \$550,000 be transferred from Free Cash for this purpose.

Duly seconded

ACTION: It was a unanimous vote, so declared.

FUND PRIOR YEAR'S UNPAID BILLS

ARTICLE 68: To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to pay unpaid bills of prior years as provided for in M.G.L. Ch. 44, Section 64, and to act fully thereon. By request of the Finance Director. Estimated cost: \$1,000

Explanation:

Water Department \$90.70

MA Frazier Inc. \$128.00

Duffy Health Center \$250.00

Monomoy Regional School District \$401.65 (to be funded from School Trust Funds)

FINANCE COMMITTEE RECOMMENDS NO RECOMMENDATION PENDING FURTHER INFORMATION (NRPF). FINANCE COMMITTEE VOTES NRPF WHEN, AT THE TIME THE WARRANT IS PRINTED, IT HAD INSUFFICIENT OR INCOMPLETE INFORMATION TO MAKE AN INFORMED RECOMMENDATION. IT DOES NOT IMPLY A NEGATIVE FINANCE COMMITTEE VIEW, ONLY AN INCOMPLETE UNDERSTANDING OF THE ARTICLE SO VOTED. FINANCE COMMITTEE WILL MAKE ITS FINAL RECOMMENDATION AT TOWN MEETING AFTER HAVING RECEIVED FURTHER INFORMATION. VOTE: YES-8, NO-0

MOTION: (Dana DeCosta-Finance Committee) I move that this article be accepted and adopted and that the sum of \$90.70 be transferred from Water Enterprise Fund, the sum of \$401.65 be transferred from the Brooks Metal Trust Fund and the sum of \$378.00 be transferred from Free Cash for this purpose. Duly seconded

ACTION: It was a unanimous vote, so declared.

CUSTOMARY

HERRING FISHERIES

ARTICLE 69: To see what action the Town will take in regard to the Herring Fisheries and to act fully thereon. Customary Article.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0

MOTION: (Dana DeCosta-Finance Committee) I move that this customary article be accepted and adopted. Duly seconded

ACTION: It was a unanimous vote, so declared.

At 12:40am on May 8, 2019 a motion was made and seconded to adjourn the May 2019 Annual Town Meeting.

THE FOLLOWING ARTICLES WERE PASSED AT THE
ANNUAL TOWN MEETING
MAY 6, 2019

CUSTOMARY ARTICLES

1. Town Officers & Committees
2. Reports of Town Officers & Committees
69. Herring Fisheries

CAPITAL PLAN

- 9. Capital Plan
- 10. Lease Purchase Agreements

ATTORNEY GENERAL ZONING

- 23. Single-Family dwelling with accessory apartment
- 24. Freestanding Portable signs
- 25. Retaining walls for septic systems
- 26. Special provisions for lifting existing structure to new and appropriate elevations.

GENERAL BY-LAWS

- 50. Amend the Code of the Town of Harwich to prohibit procurement of and dispensing beverages in plastic containers of any size.
- 53. General By-Law Amendment to Ban the use of Single-Use Plastic Straws
- 62. Amend the Code of the Town of Harwich General By-Laws-Chapter 8 Departmental Revolving Funds § 8-1. Funds Established

CHARTER

- 35. Charter Amendment – Change from Water Commission to Water/Wastewater Commission.
- 36. Amendments To Harwich Home Rule Charter – Capital Outlay Plan

LIBRARY

- 28. Fund Library Technology

CEMETERY DEPARTMENT

- 31. Amendments to Cemetery Rules and Regulations
- 32. Cemetery Arboretum Project – Mapping and Software

PET BURIAL GROUND

- 57. Recind Article 57 of the 2016 Annual Town Meeting – Pet Burial Ground

MISCELLANEOUS

- 33. Solar Photovoltaic Energy

PRIVATE PETITIONS

- 55. Selectmen's Public Record of Votes

LAND

- 60. Approve Easement for Verizon and Eversource Energy at 1464 Orleans-Harwich Road (Rte 39) for Fire Station 2
- 61. Affordable Housing Trust Fund – List of Town Properties to Designate as Affordable.

REVOLVING/STABLIZATION/OPEB FUNDS

- 63. Recind the Establishment of Capital Infrastructure Revitalization Fund at Cranberry Valley Golf Course
- 64. Recind the Authorization for the Golf Restaurant Lease 53D Revolving Account and Transfer the Balance into the Pro Shop Revolving Account.

APPROPRIACTIONS VOTED UNDER ARTICLES

ANNUAL TOWN MEETING

MAY 6, 2019

BUDGETS

FROM TAX LEVY

4. Town Operating Budget	\$37,216,407.00
5. Monomoy Regional School District Budget	26,244,621.00
6. Cape Cod Regional Technical School District Budget	2,332,198.00
8. Wastewater/Sewer Budget	125,000.00

FROM FREE CASH

4. Town Operating Budget	140,240.00
5. Monomoy Regional School District Budget	398,794.00
8. Wastewater/Sewer Budget	100,000.00
11. Capital Items Funded From Free Cash	136,874.00
12. Facility Maintenance and Repair Fund	774,750.00
13. Fund the Snow and Ice Deficit for FY19	137,500.00
19. Purchase and Equip Vehicles for the DPW	395,000.00
21. Purchase of Mobile Lift System	90,475.00
27. Provide funding for an Update of the Town's Local Comprehensive Plan	200,000.00
46. Defray Costs for the Chase and Harwich Port Libraries	20,000.00
47. Promote the Town of Harwich	30,000.00
48. Supplement Annual Allocation of Mass Cultural Council For Local Cultural Council Grants	3,600.00
49. Pleasant Bay Alliance	26,170.00
66. Stabilization Fund	550,000.00
67. OPEB Trust Fund	550,000.00
68. Fund Prior Year's Unpaid Bills	378.00

FROM OTHER AVAILABLE FUNDS

4. Town Budget	Peg Access	168,594.00
	Betterment and Septic Funds	99,872.00
	Overlay Surplus	100,000.00
	FEMA Fund	13,815.00
	Harbor Waterways and Mooring Funds	310,302.00
	Golf Improvement Funds	139,000.00

14. Fund Shortfalls in Budget Transfers in Budget Transfers for FY19	170,486.00
29. Landscape Reclamation at Cranberry Valley Golf Course	35,000.00
30. Bunker Renovation at Cranberry Valley Golf Course	75,000.00
32. Cemetery Arboretum Project – Mapping and Software	30,110.00
68. Fund Prior Year's Unpaid Bills	401.65

DEBIT EXCLUSION

22. Road Maintenance

700,000.00

COMMUNITY PRESERVATION

39. Fund Land Bank Debt Service	553,700.00
40. Community Preservation Activities Under \$50,000-	
Community Housing Reserve	7,500.00
Undesignated Reserve	37,950.00
Undesignated Reserve	27,000.00
41. Brooks Academy Museum	Historic Reserve 130,000.00
42. Harwich Affordable Housing Trust	Community Housing Reserve 304,384.47
43. Sand Pond Restroom Project	Undesignated Fund Balance 125,000.00
44. Whitehouse Field Improvement Project	Undesignated Fund Balance 55,000.00
45. Red River Beach Shoreline Stabilization Project	Open Space Reserve 50,000.00
FY'20 Estimated Annual Revenue	50,000.00

WATER ENTERPRISE

4. Town Budget	720,295.00
7. Water Department Budget	4,333,866.00
15. Purchase/Replace Mini Excavator for Water Department	64,000.00
16. Pleasant Lake Avenue – Replacement of Section of Water Main Entering Tank	300,000.00
17. Replace the T1 Main Facility Generator	65,000.00
18. Purchase a 2019 Ford F-550 Truck for the Water Department	76,551.00
68. Fund Prior Year's Unpaid Bills	90.70

BUDGET FY 2020 REVENUES		Actual FY2017	Actual FY2018	Budget FY2019	Town Meeting Budget FY2020	% Change
Real Estate & Personal Property Taxes		\$44,226,259	\$46,774,148	\$49,305,550	\$53,360,608	8.2%
Local Receipts:						
Excise Tax		2,324,772	2,372,767	2,325,000	2,350,000	1.1%
Hotel/Motel & Meals		1,084,691	1,098,022	1,080,000	1,100,000	1.9%
Ambulance		1,478,899	1,452,109	1,460,000	1,450,000	-0.7%
Waste Disposal		2,748,461	3,110,693	2,889,000	3,050,000	5.6%
Beach, Recreation & Youth		371,252	413,637	381,000	401,500	5.4%
Harbors & Landings		918,546	929,773	851,500	898,500	5.5%
Golf Operations		1,775,101	1,856,221	1,759,000	1,776,500	1.0%
Other Local Receipts		3,869,975	2,306,362	5,352,318	2,154,260	-59.8%
Total Local Receipts		14,571,696	13,539,583	16,097,818	13,180,760	-2.7%
State Aid:						
Cherry Sheet		683,884	705,430	670,753	687,544	2.5%
School Building Assistance		993,193	-	-	-	0.0%
Other:						
Free Cash		-	-	378,038	639,034	69.0%
Overlay Surplus		125,000	100,000	100,000	100,000	0.0%
Harbor Capital Improvement - Wychmere		107,163	110,930	62,808	72,227	15.0%
Cable Fund (Comcast)		129,237	143,417	156,450	168,594	7.8%
Septic Loan		17,358	17,358	17,358	13,574	-21.8%
Water Enterprise Indirect Costs		587,382	650,178	732,843	720,295	-1.7%
FEMA		13,736	13,508	13,608	13,815	1.5%
Road Betterments		52,750	49,194	58,277	56,973	-2.2%
Allan Harbor Betterments		151,000	185,550	182,250	29,325	-83.9%
Golf Improvement Fund		-	-	75,600	139,000	83.9%
SAQ Mooring		-	-	103,125	136,888	32.7%
SAQ Waterways		-	-	70,125	101,188	44.3%
CPA Funds (Land Bank)		633,400	608,950	588,750	553,700	-6.0%
Town Clerk State Aid		-	-	15,585	0	0.0%
Total Revenue		\$62,292,058	\$62,896,246	\$68,628,938	\$69,973,524	11.2%

<u>TOWN OPERATION BUDGET 2020</u>		Actual FY2017	Actual FY2018	Voted Budget FY2019	Town Meeting Budget FY2020	PCT CHANGE
1	MODERATOR S&W	-	-	1,000	1,000	0.0%
2	SELECTMEN S&W	7,500	7,500	12,000	12,500	4.2%
3	SELECTMEN - EXP	6,303	7,077	8,575	8,575	0.0%
4	Sub-Total	13,803	14,577	20,575	21,075	2.4%
5	FINANCE COMMITTEE S&W	2,239	745	4,000	3,000	-25.0%
6	FINANCE COMMITTEE - EXP	221	809	500	2,000	300.0%
7	Sub-Total	2,460	1,554	4,500	5,000	11.1%
8	FINANCE COMMITTEE RESERVE FUND	-	-	125,000	125,000	0.0%
9	TOWN ACCOUNTANT - SAL	216,511	233,658	250,386	254,801	1.7%
10	TOWN ACCOUNTANT - EXP	2,919	3,626	3,800	10,875	202.1%
11	AUDIT - EXP	41,000	37,900	44,500	40,000	-10.1%
12	Sub-Total	260,430	275,183	298,686	305,676	2.3%
13	ASSESSORS - S&W	172,706	153,113	196,212	215,571	9.9%
14	ASSESSORS - EXP	71,150	68,266	107,390	107,780	0.4%
15	Sub-Total	243,856	221,379	303,602	323,351	6.5%
16	TOWN COLLECTIONS - S&W	12,140	12,476	15,500	16,000	3.2%
17	TOWN COLLECTIONS - EXP	4,700	3,154	3,760	3,800	1.1%
18	Sub-Total	16,840	15,631	19,260	19,800	2.8%
19	POSTAGE	52,104	48,452	55,000	55,000	0.0%
20	Sub-Total	52,104	48,452	55,000	55,000	0.0%
21	TREASURER - S&W	227,049	234,025	256,196	281,585	9.9%
22	TREASURER - EXP	81,993	102,106	103,250	106,974	3.6%
23	Sub-Total	309,042	336,131	359,446	388,559	8.1%
24	VACATION & SICK LEAVE BUY BACK			47,590	97,229	104.3%
25	MEDICARE	202,561	217,264	217,004	221,042	1.9%
26	ADMINISTRATION - S&W	409,417	418,242	449,807	454,908	1.1%
27	ADMINISTRATION - EXP	113,789	75,450	89,312	81,879	-8.3%
28	ADMINISTRATION - CAP OUTLAY	3,416	4,958	5,500	5,500	0.0%
29	UNION CONTRACTS	5,000	5,000	-	-	100.0%
30	Sub-Total	531,623	503,651	544,619	542,287	-0.4%
31	LEGAL SERVICES - EXP	204,738	159,374	170,000	185,000	8.8%
32	CLAIMS & SUITS	-	-	500	500	0.0%
33	Sub-Total	204,738	159,374	170,500	185,500	8.8%
34	INFORMATION TECHNOLOGY - S&W	97,601	99,800	101,790	178,233	75.1%
35	INFORMATION TECHNOLOGY - EXP	176,207	211,708	276,362	274,682	-0.6%
36	Sub-Total	273,709	311,507	378,152	452,915	19.8%
38	IT CHANNEL 18 - S&W	98,307	106,300	125,450	137,114	9.3%
39	IT CHANNEL 18 - EXP	18,673	24,790	31,000	31,480	1.5%
40	Sub-Total	116,979	131,091	156,450	168,594	7.8%

APPENDIX B - BUDGET

TOWN OPERATION BUDGET 2020		Actual FY2017	Actual FY2018	Voled Budget FY2019	Town Meeting Budget FY2020	PCT CHANGE
41	CONSTABLE S & W	250	356	708	708	0.0%
42	TOWN CLERK - S&W	213,478	202,280	230,930	248,643	7.7%
43	TOWN CLERK - EXP	48,008	30,684	41,322	37,368	-9.6%
44	Sub-Total	261,486	232,964	272,252	286,011	5.1%
45	CONSERVATION - S&W	81,732	111,527	136,070	154,865	13.8%
46	CONSERVATION - EXP	5,957	6,673	9,941	9,185	-7.6%
47	Sub-Total	87,689	118,200	146,011	164,050	12.4%
48	TOWN PLANNER - S&W	57,331	69,515	87,324	93,443	7.0%
49	TOWN PLANNER - EXP	2,279	1,928	4,531	4,531	0.0%
50	Sub-Total	59,610	71,443	91,855	97,974	6.7%
51	BOARD OF APPEALS - S&W	-	-	-	-	0.0%
52	BOARD OF APPEALS - EXP	439	594	735	735	0.0%
53	Sub-Total	439	594	735	735	0.0%
54	ALBRO HOUSE - EXP	2,890	3,148	5,835	6,355	8.9%
55	OLD RECR BUILDING - EXP	4,710	5,321	6,989	7,627	9.1%
56	W. HARWICH SCHOOL - EXP	577	408	1,425	1,424	-0.1%
57	Sub-Total	8,177	8,876	14,249	15,405	8.1%
58	COMMUNITY DEVELOPMENT - S&W	230,386	218,879	221,032	235,636	6.6%
59	COMMUNITY DEVELOPMENT - EXP	10,379	10,834	11,630	14,762	26.9%
60	Sub-Total	240,765	229,713	232,662	250,398	7.6%
61	PUBLIC BUILDINGS REPAIRS	1,100	-	2,133	2,133	0.0%
62	TOWN/FIN COM REPORTS	7,869	7,658	10,000	10,000	0.0%
63	ADVERTISING	13,514	21,071	7,500	17,000	126.7%
64	POLICE - S&W	3,058,309	3,384,205	3,825,308	3,907,125	2.1%
65	POLICE - EXP	313,061	544,305	570,476	569,514	-0.2%
66	POLICE - CAP OUTLAY	165,151	121,482	126,000	88,512	-29.8%
67	Sub-Total	3,536,521	4,049,992	4,521,784	4,565,152	1.0%
68	FIRE - S&W	3,297,282	3,353,682	3,870,083	3,967,157	3.0%
69	FIRE - EXP	365,663	394,875	416,211	450,761	8.3%
71	Sub-Total	3,662,945	3,748,556	4,286,294	4,437,918	3.5%
72	AMBULANCE - S&W	143,001	112,767	169,389	168,750	-0.4%
73	EMS - EXP	129,183	136,314	119,536	122,495	2.5%
74	Sub-Total	272,184	249,081	288,925	291,245	0.8%
75	EMERG. TELECOM - S&W	391,025	-	-	-	0.0%
76	EMERG. TELECOM - EXP	133,120	-	-	-	0.0%
77	Sub-Total	524,146	-	-	-	0.0%
78	BUILDING - S&W	227,995	246,408	311,233	322,832	3.7%
79	BUILDING - EXP	14,955	11,349	20,906	20,197	-3.4%
80	Sub-Total	242,950	257,757	332,139	343,029	3.3%
81	EMERG. MGMT - S&W	4,458	2,444	5,108	5,315	4.1%

APPENDIX B - BUDGET

TOWN OPERATION BUDGET 2020		Actual FY2017	Actual FY2018	Voled Budget FY2019	Town Meeting Budget FY2020	PCT CHANGE
82	EMERG. MGMT - EXP	3,126	3,317	8,500	8,500	0.0%
83	Sub-Total	7,584	5,761	13,608	13,815	1.5%
84	NATURAL RESOURCES - S&W	93,375	96,343	102,233	110,639	8.2%
85	NATURAL RESOURCES - EXP	26,798	226,998	27,900	28,380	1.7%
86	Sub-Total	120,173	323,341	130,133	139,019	6.8%
87	PLEASANT BAY ALLIANCE	16,920	17,343	20,160	23,760	17.9%
88	TOWN ENGINEER - S&W	170,185	174,256	180,660	112,310	-37.9%
89	TOWN ENGINEER - EXP	17,738	9,831	25,670	65,670	155.8%
90	Sub-Total	187,923	184,088	206,530	177,980	-13.8%
91	HIGHWAY - S&W	2,402,760	2,495,839	2,589,991	2,724,594	5.2%
92	HIGHWAY - EXP	2,331,328	2,501,442	2,691,641	2,946,182	9.5%
93	Sub-Total	4,734,087	4,997,081	5,281,632	5,670,776	7.4%
94	SNOWICE - S&W	108,597	104,576	40,000	40,000	0.0%
95	SNOWICE - EXP	271,908	260,924	95,000	95,000	0.0%
96	Sub-Total	380,505	365,500	135,000	135,000	0.0%
97	STREET LIGHTS	38,130	31,372	37,500	40,000	6.7%
98	INTERGOVERNMENTAL TRANS - WW COUNTY WW SUPPORT FUND			70,000	125,000 100,000	78.6% 100.0%
99	CEMETERY ADMIN - S&W	58,830	63,203	64,847	69,431	7.1%
100	CEMETERY ADMIN - EXP	4,799	3,164	4,742	5,613	18.4%
101	Sub-Total	63,629	66,367	69,589	75,044	7.8%
102	BOARD OF HEALTH - S&W	181,111	139,795	177,593	193,863	9.2%
103	BOARD OF HEALTH - EXP	12,252	16,209	17,038	16,930	-0.6%
104	Sub-Total	193,364	156,004	194,632	210,793	8.3%
105	COMMUNITY CENTER S&W	152,894	165,498	188,468	185,367	-1.6%
106	COMMUNITY CENTER EXP	109,636	131,308	119,521	142,556	19.3%
107	Sub-Total	262,529	296,804	307,989	327,923	6.5%
108	COUNCIL ON AGING - S&W	359,322	370,042	370,480	377,594	1.9%
109	COUNCIL ON AGING - EXP	68,198	63,690	77,286	77,507	0.3%
110	Sub-Total	427,521	433,732	447,766	455,101	1.6%
111	YOUTH COUNSELOR - S&W	75,637	81,511	85,203	93,443	9.7%
112	YOUTH COUNSELOR - EXP	3,932	4,017	4,310	4,310	0.0%
113	Sub-Total	79,669	85,528	89,513	97,753	9.2%
114	VETERANS EXPENSE/BENEFITS	96,671	99,997	134,500	125,263	-6.9%
116	DISABILTY RIGHT - EXP	-	-	300	500	66.7%
116	HUMAN SERVICES	79,980	72,605	81,580	82,250	0.8%
117	LIBRARY - S&W	597,668	630,719	676,741	707,968	4.6%
118	LIBRARY - EXP	252,696	269,410	274,111	282,372	3.0%
119	Sub-Total	850,363	900,128	950,852	990,340	4.2%

APPENDIX B - BUDGET

TOWN OPERATION BUDGET 2020		Actual FY2017	Actual FY2018	Voted Budget FY2019	Town Meeting Budget FY2020	PCT CHANGE
120	RECREATION - SEASONAL - S&W	175,732	174,725	215,988	228,507	5.8%
121	RECREATION - S&W	212,853	228,268	250,115	264,615	5.8%
122	RECREATION - EXP	44,636	41,735	45,575	45,575	0.0%
123	RECREATION - CAP OUTLAY	7,319	-	12,000	12,000	0.0%
124	Sub-Total	440,540	444,728	523,678	550,697	5.2%
125	HARBORMASTER -S&W	280,246	289,490	311,576	333,851	7.1%
126	HARBORMASTER - EXP	108,556	171,596	173,300	253,280	46.2%
127	Sub-Total	388,803	461,086	484,876	587,131	21.1%
128	BROOKS ACAD MUSEUM COMMISSION	10,138	10,754	12,894	12,894	0.0%
129	HISTORICAL COMMISSION	80	540	-	-	0.0%
130	HISTORICAL COMMISSION	-	-	350	350	0.0%
131	Sub-Total	80	540	350	350	0.0%
132	CELEBRATIONS	-	1,299	1,600	1,600	0.0%
133	GOLF - S&W	762,933	798,628	870,333	917,841	5.5%
134	GOLF - EXP	578,068	621,381	676,367	676,766	0.1%
135	GOLF CAP OUTLAY	69,548	66,277	73,000	73,000	0.0%
136	Sub-Total	1,410,549	1,486,286	1,619,700	1,667,607	3.0%
137	GOLF IMA MRSD	-	-	84,363	82,760	-1.9%
138	ELECTRICITY - CVEC	64,315	68,254	65,925	69,610	5.6%
139	Total Departmental Budgets	21,001,165	21,737,254	23,873,100	25,156,550	5.4%
140	Total Debt Service (Prin & Int)	3,730,596	2,494,459	4,652,464	5,881,626	26.4%
141	STATE ASSESSMENTS	245,490	261,135	269,897	284,978	5.6%
142	BARNs CTY RETIREMENT	2,364,925	2,681,194	2,763,836	3,024,763	9.4%
143	CAPE COD COMMISSION ASSESSMENT	207,455	217,944	229,452	203,498	-11.3%
144	BARNSTABLE COUNTY ASSESSMENT	193,497	203,280	202,302	213,571	5.6%
145	UNEMPLOYMENT COMPENSATION	2,567	5,087	10,000	15,000	50.0%
146	GROUP HEALTH INSURANCE	3,563,522	4,296,270	4,778,977	4,790,067	0.2%
147	OPEB	100,000	100,000	125,000	150,000	20.0%
148	GENERAL INSURANCE	450,389	656,366	681,000	790,830	16.1%
149	GENERAL INSURANCE DEDUCTIBLE	8,151	4,603	5,000	10,000	100.0%
150	TOTAL TOWN	31,867,758	32,657,592	37,591,028	40,520,883	7.8%
151	OVERLAY (Abatements/Exemptions)			460,000	460,000	
152	C C REGIONAL TECH HIGH	1,437,053	1,437,053	1,581,237	2,332,198	47.5%
153	MONOMOY REG. SCH. DISTRICT					
154	Operating	21,644,248	21,644,248	23,282,215	24,265,940	4.2%
155	Capital/ other	224,723	224,723	260,038	223,794	-13.9%
156	Transportation	412,558	412,558	430,896	495,663	15.0%
157	Debt Service- Middle School	1,776,772	1,776,772	24,328	-	-100.0%
158	Debt Service H.S.	-	-	1,611,913	1,658,018	2.9%
159	TOTAL MRSD ASSESMENT	24,058,301	24,058,301	25,609,390	26,643,415	4.04%
160	TOTAL	57,363,112	58,152,946	65,241,655	69,956,496	7.2%
Reconciliation to Article 5:						
Total from line 160					\$ 69,956,496	
Less:						

APPENDIX B - BUDGET

<u>TOWN OPERATION BUDGET 2020</u>	Actual	Actual	Voted Budget	Town Meeting	PCT
	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>Budget</u>	<u>CHANGE</u>
				<u>FY2020</u>	
State & County Assessments				702,047	
Overlay				460,000	
Wastewater/Sewer				225,000	
Cape Cod Technical High School				2,332,198	
Monomoy Regional School District				26,643,415	
Total Reductions				30,362,660	
Article 4				<u>\$ 39,693,836</u>	

APPENDIX B - BUDGET

APPENDIX C - FISCAL & CAPITAL PLAN - Town Administrator & Capital Outlay										Committee		Original 9/25/2018				2/22/2019
Department	Project	ATM Funding #	Source	CPC Approved	CDC Rec. TA Rec.	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26				
ADMINISTRATION																
Admin	Harwich Center ADA Sidewalk Project	11	FC		\$ 30,000	\$ 700,000										
Admin	Harwich Center ADA Sidewalk Proj. ADA/CDBG Grant (\$670K of 1 Million)		Grant		\$ -	\$ -										
Admin	Harwich Center Initiative															
Admin	Albion House - Renovations															
Admin	Demolition/Remediation 2893 Bank Street and Parking Lot Improvements	12	FC		\$ 60,000	\$ 60,000										
Admin	Demolition/Remediation 2893 Bank Street and Parking Lot Improvements		FC		\$ -	\$ 375,500										
Admin	Wayway Reconstruction Bldg 28 S4Q to Harwich School (See Facility Maintenance)		Grant		\$ -	\$ -										
Admin	Wayway Reconstruction Bank Street Harwich Center to the 28				\$ -	\$ -	\$ 450,000									
Admin	Insurance work to maintain Former West Harwich School on Belle Neck	4	Open Bud.		\$ 20,000	\$ 20,000										
Admin	School House Road Redesign to Site Plan Expand Parking Lot		FC		\$ 20,000											
Admin	Preparation and Utilization of Queen Anne Road Solar Farm Expansion		Other													
Admin	Updates to the Cultural Center Building (See Facility Maintenance)															
Admin	Green/Yard Efficient Heat Replacement Schedule															
ADMIN SUB-TOTAL					\$ -	\$ 27,000	\$ 24,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000				
CEMETERY																
Cemetery	Pre Burial Ground completion (Finalize & Reimbursement) \$57K and \$24K	59	Fee Receipts		\$ -	\$ 131,000	\$ 100,000									
Cemetery	Adrian/Hallam Project Cemetery Mapping and Software	82	Com. Receipts		\$ -	\$ 30,110	\$ 100,000									
Cemetery SUB-TOTAL					\$ -	\$ 161,110	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -				
COMMUNITY CENTER																
Community Center	Roof Replacement (See Facility Maintenance)															
Community Center	Generator Replacement (See Facility Maintenance)															
COMMUNITY CENTER SUB-TOTAL																
CONSERVATION																
Conservation	Harwich Artificial Reef (Additional Project)				\$ 100,000	\$ 100,000	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -				
Conservation	Shore Stabilization/Artificial Extension Red River Beach	45	CPC		\$ 100,000	\$ 100,000	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -				
CONSERVATION SUB-TOTAL					\$ 100,000	\$ 100,000	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -				
ENGINEERING																
Engineering	MSA Municipal Surface Drainage Plan and Improvements	4	Open Bud.		\$ 40,000	\$ 40,000	\$ 100,000	\$ 100,000	\$ 100,000							
Engineering	Crossing Lights - Depot Street North	40	CPC/UN/Rec		\$ 27,000	\$ 27,000										
ENGINEERING SUB-TOTAL					\$ 67,000	\$ 67,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -				
FACILITY MAINT-CPW																
Facility Maint-CPW	Implement Facilities Wide ADA Compliance Plan Improvements				\$ 20,564	\$ 20,564	\$ 11,605	\$ 75,235								
Facility Maint-CPW	Implement Facilities Wide ADA Compliance Plan Improvements	11	FC		\$ -	\$ -	\$ -	\$ -								
Facility Maint-CPW	Implement Facilities Wide ADA Compliance Plan Improvements		GRANT		\$ -	\$ -	\$ 65,000									
Facility Maint-CPW	Implement Facilities Wide ADA Compliance Plan Improvements				\$ -	\$ -										
Facility Maint-CPW	Community Center - Replace Two A/C Compressors	11	FC		\$ 20,000	\$ 20,000										
Facility Maint-CPW	Community Center - Replace Two A/C Compressors				\$ -	\$ -										
Facility Maint-CPW	Highway Barn Hotel Roof - Insulation	12	FC		\$ 250,750	\$ 250,750										
Facility Maint-CPW	DPW Facilities and Mechanic Shop (Formerly Shop Only)				\$ -	\$ -						\$ 1,200,000				
Facility Maint-CPW	DPW Air Quality Retro-Fit				\$ -	\$ -	\$ 75,000									
Facility Maint-CPW	DPW Air Quality Retro-Fit				\$ -	\$ -	\$ 135,000									
Facility Maint-CPW	Brooks Library Roof				\$ 20,564	\$ 20,564	\$ 11,605	\$ 75,235								
Facility Maint-CPW	Cultural Center - Boiler Replacement				\$ -	\$ -	\$ 160,000			\$ -	\$ -	\$ -				
Facility Maint-CPW	Cultural Center - Window Replacement - South Windows that Failed				\$ -	\$ -	\$ -	\$ 200,000		\$ -	\$ -	\$ -				
Facility Maint-CPW	Cultural Center - Window Replacement - Casements and Picture Windows				\$ -	\$ -	\$ -	\$ -		\$ 200,000		\$ -				
Facility Maint-CPW	Community Center Generator				\$ -	\$ -	\$ 165,000									
Facility Maint-CPW	Community Center Remove and Replace Privacy Fence				\$ -	\$ -	\$ -									
Facility Maint-CPW	Community Center 3 Condensing Units and Air Handlers				\$ -	\$ -	\$ 52,000									
Facility Maint-CPW	Community Center Roof Replacement				\$ -	\$ -	\$ -	\$ 275,000								
Facility Maint-CPW	Library Boiler Replacement				\$ -	\$ -										
Facility Maint-CPW	Library Boiler Replacement				\$ -	\$ -										
Facility Maint-CPW	Community Center Boiler Replacement				\$ -	\$ -										
FACILITY MAINTENANCE SUB-TOTAL					\$ 301,314	\$ 301,314	\$ 286,605	\$ 392,235	\$ 475,000	\$ 440,000	\$ 240,000	\$ 1,200,000				

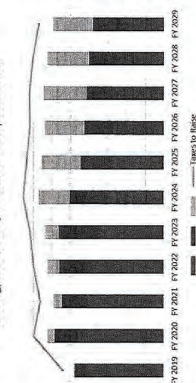
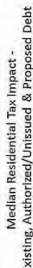
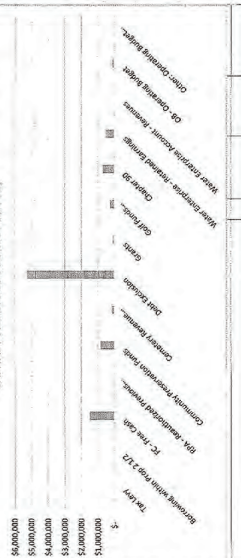
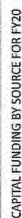
APPENDIX C - CAPITAL PLAN

Department	Project	ATH Funding # Source	CPC Approved	CDC Rec TA Rec	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26
FIRE	Phase 3 Townwide FY 20 Police and Fire Radio System (Phased)	11 FC		\$ 20,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FIRE	Phase 3 Townwide FY 20 Police and Fire Radio System (Phased)			\$ -	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ -
FIRE	Phase 3 Townwide FY 20 Police and Fire Radio System (Phased)			\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -
FIRE	Arboreal Replacement Program	11 FC		\$ -	\$ -	\$ 568,225	\$ -	\$ -	\$ 386,636	\$ -	\$ 405,940
FIRE	Auto Extraction Equipment - (Town Funded Portion)	11 FC		\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FIRE	Auto Extraction Equipment - (Federal/State Grant Funded Portion)	11 GRANT		\$ 95,000	\$ 95,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FIRE	Air Park Replacement Program - (Town Funded Portion)			\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -
FIRE	Air Park Replacement Program - (Federal/State Grant Funded Portion)			\$ -	\$ -	\$ 380,000	\$ -	\$ -	\$ -	\$ -	\$ -
FIRE	Pumper and Ladder Request converted to Pumper/Ladder called Quint			\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -
FIRE	Ladder Truck Replacement (See Above)			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FIRE SUB-TOTAL				\$ 120,000	\$ 140,000	\$ 1,600,000	\$ 568,225	\$ 200,000	\$ 586,636	\$ 200,000	\$ 405,940
GOLF											
GOLF	Landscape Reclamation and Major Tree Removal	29 Golf Improv.		\$ 35,000	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Golf	Bunker Renovation (Various locations on course)	30 Golf Improv.		\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Golf	Build New Cart Path (Hole #18.10, FY 20-24) (FY 20-24) (FY 21)	4 Golf Budget		\$ 50,000	\$ 50,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -
Golf	Various Mowing Equipment per Lease			\$ 87,050	\$ 87,050	\$ 87,050	\$ 87,050	\$ 87,050	\$ 87,050	\$ 87,050	\$ 87,050
Golf	Improvements to Net at Driving Range	Golf Funds		\$ -	\$ -	\$ 28,000	\$ 28,000	\$ 28,000	\$ 28,000	\$ 28,000	\$ 28,000
Golf	New Tree Box Improvements (Two Year Project)	Golf Funds		\$ -	\$ -	\$ 115,000	\$ 115,000	\$ 115,000	\$ 115,000	\$ 115,000	\$ 115,000
GOLF SUB-TOTAL				\$ 242,050	\$ 242,050	\$ 240,050	\$ 232,050	\$ 162,050	\$ 162,050	\$ 162,050	\$ 162,050
HARBORMASTER											
HARBORMASTER	Wharf Dock Landside Improvements	12 FC		\$ 70,000	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
HARBORMASTER	Herring River Ramp Replacement (Study, Design and Construction)	12 FC		\$ 57,000	\$ 57,000	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -
HARBORMASTER	SAG Harbor North & East Bulwark (Offloading Area) Reconstruction			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
HARBORMASTER	Weymouth Outer Harbor Dredging			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
HARBORMASTER	Weymouth Outer Harbor Dredging			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
HARBORMASTER	Weymouth Outer Harbor Dredging			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
HARBORMASTER	Weymouth Outer Harbor Dredging			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
HARBORMASTER SUB-TOTAL				\$ -	\$ -	\$ 127,000	\$ 15,000	\$ 200,000	\$ 540,000	\$ 550,000	\$ 1,140,000
LIBRARY											
Library	Library Interior Modifications/Renovations	12 FC		\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ 150,000	\$ -	\$ -
Library	Brook Library Sidewalk Repair and Streetscape (Part of Restoration)			\$ 90,000	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
LIBRARY SUB-TOTAL				\$ 90,000	\$ 90,000	\$ 40,000	\$ -	\$ -	\$ 150,000	\$ -	\$ -
NATURAL RESOURCES											
Natural Resources	Scenic's Pond Restoration (See Wetwaters)	CPC OS/Un		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Natural Resources	Scenic's Pond Restoration (See Wetwaters)	FC		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NATURAL RESOURCES SUB-TOTAL				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PLANNING											
Planning	Housing Trust/PT Housing Coordinator (\$300K for Trust & \$400K for PT Co.)	42 CPC/Housing		\$ 340,000	\$ 340,000	\$ 340,000	\$ 340,000	\$ 340,000	\$ 340,000	\$ 340,000	\$ 340,000
Planning	Local Comprehensive Plan Update	27 GRANTS		\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Planning	Local Comprehensive Plan Update	27 FC		\$ 540,000	\$ 540,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PLANNING SUB-TOTAL				\$ 1,080,000	\$ 1,080,000	\$ 540,000	\$ 540,000	\$ 540,000	\$ 540,000	\$ 540,000	\$ 540,000
POLICE											
Police	Tower Replacement (5 year Program - 2 of 3 years to Pw)	11 FC		\$ 14,910	\$ 14,910	\$ 14,910	\$ 14,910	\$ 14,910	\$ 14,910	\$ 14,910	\$ 14,910
Police	Replacement of Bullet Resistant Vests (Town Portion (Project 6004)			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Police	Replacement of Bullet Resistant Vests (Town Portion (Project 6004)			\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000
Police	Traffic Speed Monitoring Radar	11 FC		\$ 26,400	\$ 26,400	\$ 26,400	\$ 26,400	\$ 26,400	\$ 26,400	\$ 26,400	\$ 26,400
Police	Ballistic Helmets			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Police	Digital Fingerprint Machine (Normal Replacement)			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Police	Electronic Sign Board			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
POLICE SUB-TOTAL				\$ 41,310	\$ 41,310	\$ 41,310	\$ 41,310	\$ 41,310	\$ 41,310	\$ 41,310	\$ 41,310

APPENDIX C - CAPITAL PLAN

Department	Project	Attn/ Funding # Source	CPC Approved	CPC Rec TA Rec	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26
PUBLIC WORKS	5 Year Road Maintenance Plan	22 DE		\$ 750,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000
	West Haworth Road 28 Drains (\$12K in FY 24 & Construction via Fed Funds)	Ch. 80		\$ 750,000							
	Public Works	Rec'd in 5-17 PM		\$ -			\$ -	\$ 50,000			
	Public Works	20 DE		\$ -			\$ -	\$ 5,000,000			
	Lower County Road (Maintenance - Non Federal TRP Funds)	5 Year Road		\$ 4,504,475	\$ 5,560,475						
	(\$1,000,000 from 5 Year Road Maintenance to be used to decrease RE)			\$ -	\$ -	\$ 600,000					
	Public Works	Route 89/Pleasant Bay Road Roundabout (If Needed)									
	Public Works	Highway Barn Metal Roof Insulation (See Facility Maintenance)									
	Public Works	Mobile Lifting System for Large Vehicles	21 FC		\$ 90,475	\$ 90,475					
	Public Works	Rec'd in 5-17 PM		\$ 80,000	\$ 80,000						
	Public Works	Rec'd in 5-17 PM		\$ 10,000	\$ 10,000						
	Public Works	Rec'd in 5-17 PM		\$ 150,000	\$ 150,000						
	Public Works	2 - 6.00 Tridlers (\$75,000 each)	14 FC		\$ 150,000	\$ 150,000					
	Public Works	Vehicle Suspender Body and Heavy Motor - Highway #10	19 FC		\$ 125,000	\$ 125,000					
	Vehicle Lifting (FY 21 to 26) Summary			\$ 355,000	\$ 325,000	\$ 320,000	\$ 320,000	\$ 320,000	\$ 320,000	\$ 320,000	\$ 355,000
	PUBLIC WORKS SUB-TOTAL			\$ 6,485,950	\$ 7,445,950	\$ 7,445,950	\$ 7,370,000	\$ 7,370,000	\$ 7,370,000	\$ 7,370,000	\$ 7,475,000
	REC & YOUTH										
PUBLIC WORKS	Town Beach Upland Stands	40 CPC Rec	\$ 37,950	\$ 37,950	\$ 37,950						
	Pleasant Road Beach Parking Lot Paving/Overlay	22 FC		\$ 112,000	\$ 112,000						
	Rec & Youth	43 CPC Rec	\$ 125,000	\$ 125,000							
	Small Pond Restrooms and Playground Improvements	44 CPC Rec	\$ 35,000	\$ 35,000							
	Rec & Youth	Rec'd in 5-17 PM									
	Red River Beach Bulkhead (22) and Restroom Renovations (24)										
	Rec & Youth	Chatham Road Beach Restroom		\$ 320,950	\$ 320,950	\$ -	\$ -	\$ 125,000	\$ 125,000	\$ -	\$ -
	RECREATION AND YOUTH SUB-TOTAL			\$ -	\$ -						
PUBLIC WORKS	Records Retention - Contracting out Records Review and Reduction (TH)		\$ -	\$ -							
	Town Clerk	Voting Machines - Updates and Enhancements		\$ -							
	TOWN CLERK SUB-TOTAL			\$ -	\$ -						
PUBLIC WORKS	WASTEWATER										
	Wastewater	DIV Community Partnership - CWWP Facilities		\$ -	\$ -						
	Wastewater	Hawick Wastewater Treatment Plant DN (2026) & DC (2027)		\$ -	\$ 100,000						\$ 4,000,000
	Wastewater	Wastewater Project Manager		\$ 100,000							
	Wastewater	Wastewater Project Manager		\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 15,300,000	\$ -	\$ -
	Wastewater	CWWP Phase 3 Pleasant Bay/North/Waterhead Collection Sys. Dns. & Con.		\$ -	\$ -	\$ -	\$ -	\$ 70,000	\$ 300,000	\$ -	\$ -
	Wastewater	Evaluate Phosphorus Issue in Seymour Pond & Restoration		\$ 400,000	\$ 300,000	\$ -	\$ -	\$ 1,070,000	\$ 15,650,000	\$ -	\$ 4,000,000
	WASTEWATER SUB-TOTAL			\$ 400,000	\$ 300,000	\$ -	\$ -	\$ 1,070,000	\$ 15,650,000	\$ -	\$ 4,000,000
PUBLIC WORKS	WATER										
	Water	Leaking Avenue Water Line Replacement (NGLI issued upon failure of Line)	14 W/ Town for	\$ 100,000	\$ 100,000						
	Water	Phosnat Lake Tank - Fill Pipe Replacement	16 Water RE	\$ 300,000	\$ 300,000	\$ -					
	Water	T1 Generator at Main Treatment Facility	17 Water RE	\$ 65,000	\$ 65,000						
	Water	Purchase John Deere 350	25 Water RE	\$ 64,000	\$ 64,000						
	Water	New Water Source North Haven's Exploration and Development (D&C)		\$ -	\$ 250,000			\$ 500,000	\$ -		
	Water	2019 Ford Super Duty F-550 Replace Truck 9 including Dump Body		\$ 76,531	\$ 76,531						
	Water	Rec 28 Water Main Replacement/Leaking Area Design (22) Construction (23)					\$ 100,000	\$ 2,000,000			
	Water	Station 6 Generated Phosphorus		\$ -			\$ 50,000	\$ -			
	Water	Phosnat Lake Storm Tank Rehabilitation		\$ -			\$ -	\$ -	\$ 375,000	\$ -	
	Water	Phase 1 Discontinuity of Pipes per Masterplan 6,450 Ft. of Pipe		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,700,000	\$ -
	Water	Construction/Restoration Abandon Pipe Project		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Water	Vehicle Replacements (Replace F-259 & Ranger in FY 23 and Tr 1 in (23))		\$ -	\$ -	\$ -	\$ -	\$ 125,000	\$ -		
	Water	Water Sub-TOTAL		\$ -	\$ -	\$ -	\$ -	\$ 125,000	\$ -		
	GRAND TOTALS (Including Non-Town/Private CPC Listed below)			\$ 505,531	\$ 505,531	\$ 200,000	\$ 130,000	\$ 2,624,000	\$ 175,000	\$ 75,000	\$ 1,500,000
	Non-Town/Private	CPC Applications		\$ 9,424,735	\$ 11,579,735	\$ 7,500,505	\$ 3,525,010	\$ 12,897,000	\$ 19,024,686	\$ 4,655,000	\$ 10,540,969
	Non-Town/Private	Rec'd in 5-17 PM		\$ 221,269							
	Non-Town/Private	Rec'd in 5-17 PM		\$ 180,000	\$ 180,000						
	Non-Town/Private	Rec'd in 5-17 PM		\$ 7,500	\$ 7,500						
	Non-Town/Private	Rec'd in 5-17 PM		\$ 137,500	\$ 137,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Non-Town/Private	TOTAL INCLUDING Non-Town/Private		\$ 137,500	\$ 137,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

APPENDIX C - CAPITAL PLAN

CAPITAL REQUEST BY DEPARTMENT FY20 TO FY 26

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF HARWICH
ANNUAL ELECTION BALLOT
MAY 21, 2019**

BARNSTABLE, ss:

To either of the Constables of the Town of Harwich in said County,

Greetings:

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of said Town qualified to vote in elections and Town affairs to meet in the Community Center Gymnasium, 100 Oak Street, in said Town on Tuesday, May 21, 2019, then and there to act on the following ballot:

POLLS WILL BE OPEN AT 7:00 A.M. and CLOSE AT 8:00 P.M.

To choose on one (1) ballot the following Town Officers and Committees: two (2) Selectmen for three (3) years; one (1) Town Clerk for three (3) years; one (1) Monomoy Regional School Committee Member for three (3) years; one (1) Monomoy Regional School Committee Member to fill a 1-year unexpired term; two (2) Library Trustees for three (3) years; one (1) Water Commissioner for three (3) years; one (1) Housing Authority member to fill a 2-year unexpired term

BALLOT QUESTIONS

1. Shall the Town of Harwich be allowed to exempt from the provisions of Proposition 2 1/2, so called, the amounts required to pay for the bond issued in order to fund the Reconstruction of Lower County Road including all costs incidental and related thereto, as requested in the Capital Plan for FY20?

YES _____ NO _____

2. Shall the Town of Harwich be allowed to exempt from the provisions of Proposition 2 1/2, so called, the amounts required to pay for the bond issued in order to fund the Road Maintenance Program, including, but not limited to Lower County Road and other roads on the Program, and all costs incidental and related thereto, as requested in the Capital Plan for FY20?

YES _____ NO _____

Hereof fail not to make return of the Warrant with your doings thereon at the time and place of said meeting.

Given under our hands this 18th day of March, 2019

s/Julie E. Kavanagh, Chair
s/Larry G. Ballantine, Vice Chair
s/Edward J. McManus, Clerk
s/Donald F. Howell
s/Michael D. MacAskill
BOARD OF SELECTMEN

A true copy Attest:
s/ David A. Robinson
Constable

DATE: April 17, 2019

By virtue of this Warrant I have this day notified and warned the inhabitants of the Town of Harwich, qualified to vote in elections and town affairs, to meet in the Community Center, 100 Oak Street in said Town on Tuesday, the 21st of May, 2019 at the time and place for the purpose herein named by posting up attested copies thereon in the four (4) Post Office buildings and in the Community Center in the Town of Harwich, which covers all four precincts, at least fourteen (14) days before the time of said meeting as within directed, and causing an attested copy thereof to be published in the Cape Cod Chronicle published in Barnstable County and having its circulation in the Town of Harwich.

s/David A. Robinson
Constable

The following persons will report to the Town Clerk at the Harwich Community Center Gymnasium, to be sworn in as an Election Officer for the Town of Harwich at 6:45 AM.

PRECINCT I
Warden Susan Weinstein
Clerk: Linda Birchfield
Insp.Ck In: Peggy Rose
Insp.Ck Out: Mary Eagan

PRECINCT II
Sandy Hall
Dean Panko
Ann Kaplan
Maddyline Hastings

PRECINCT III
Warden: Sheila O'Toole
Clerk: Dot Harrington
Insp. Ck In: Marilyn Schlansky
Insp. Ck Out: Gayle Carroll

PRECINCT IV
Deb Sementa
Paula Schlansky
Donna Tavano
Rosanne Shapiro

The following election officers will report to the Town Clerk at the Community Center Gymnasium at 2:00 PM and work until the close of the polls.

PRECINCT I

Dep. Warden: Eric Carroll
 Dep. Clerk: Janet Bowers
 Dep.Insp.In: Peggy Rose
 Dep.Insp.Out: Janet Kaiser

PRECINCT II

Ursula Corbet
 Richard Bowers
 Ann Kaplan
 Gayle Carroll

PRECINCT III

Dep. Warden: Wil Remillard
 Dep. Clerk: Marilyn Schlansky
 Dep.Insp.In: Mary Ann Pina
 Dep.Insp.Out: Gayle Carroll

PRECINCT IV

Joyce Bearse
 Paul Schlansky
 Donna Tavano
 Elaine Dickinson

INFORMATION TABLE

Sue Mills– John Eldredge - Sandy Hall – Richard Gomes

Precinct I, Precinct II, Precinct III, and Precinct IV ballot boxes were examined by the Town Clerk and the Wardens of each precinct. Each ballot box was found to register “zero”. The Town Clerk read the Warrant and Return of Warrant. At 7:00 A.M. the polls were then declared open.

The voters were directed to their respective precinct polling places in the Community Center gymnasium. Voting proceeded until 8:00 P.M. at which time, with no voters in sight or waiting to vote, the Town Clerk declared the polls closed. The ballot boxes were checked and registered a total of 1,997 included 79 absentee ballots. The voting list of each precinct showed the same number of names checked as ballots cast.

These ballots were cast by Precincts as follows:

Precinct I	535 including	30 absentee votes
Precinct II	601 including	20 absentee votes
Precinct III	492 including	12 absentee votes
Precinct IV	369 including	17 absentee votes

The Town Clerk, Anita N. Doucette, announced the results on May 21, 2019 at 8:45 P.M as follows:

BALLOT	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	TOTAL
BOARD OF SELECTMEN					
BLANKS	178	195	127	137	637
MICHAEL D. MACASKILL	305	381	336	246	1,268
STEPHEN P. FORD	323	312	254	193	1,082
THOMAS E. SHERRY	262	312	266	162	1,002
WRITE-INS	2	2	1	0	5
	1070	1202	984	738	3,994
TOWN CLERK					
BLANKS	109	109	75	49	342
ANITA N. DOUCETTE	426	491	416	320	1,653
WRITE-INS	0	1	1	0	2
	535	601	492	369	1,997
MONOMOY REGIONAL SCHOOL COMMITTEE 3 YR					
BLANKS	133	166	124	92	515
TINA M. GAMES-EVANS	400	434	366	274	1,474
WRITE-INS	2	1	2	3	8
	535	601	492	369	1,997
MONONROY REGIONAL SCHOOL COMMITTEE 1 YR					
BLANKS	44	50	49	35	178
LINDA A. CEBULA	233	279	200	140	852
MEREDITH HENDERSON	257	272	243	194	966
WRITE-INS	1	0	0	0	1
	535	601	492	369	1997
TRUSTEES, BROOKS FREE LIBRARY					
BLANKS	597	678	553	405	2233
WILLIAM D. CROWELL	435	476	401	305	1617
BERNADETTE C. WAYSTACK WRITE IN	38	46	26	20	130
WRITE-INS	0	2	4	8	14
	1070	1202	984	738	3994
WATER COMMISSIONER					
BLANKS	123	138	109	79	449
JUDITH A. UNDERWOOD	411	462	380	290	1,543
WRITE-INS	1	1	3	0	5
	535	601	492	369	1,997

HOUSING AUTHORITY - 5YR					
BLANKS	136	152	117	93	498
MARK P. KELLEHER	397	448	373	276	1,494
WRITE-INS	2	1	2	0	5
	535	601	492	369	1997
HOUSING AUTHORITY - 2YR					
BLANKS	144	156	116	92	508
KIMBERLY E. BOURGEA	389	445	375	277	1486
WRITE-INS	2	0	1	0	3
	535	601	492	369	1997
QUESTION #1					
BLANKS	38	40	27	21	126
YES	218	218	142	137	715
NO	279	343	323	211	1,156
	535	601	492	369	1,997
QUESTION #2					
BLANKS	30	31	22	18	101
YES	269	296	206	161	932
NO	236	274	264	190	964
	535	601	492	369	1,997

Attested: Anita N. Doucette, MMC/CMMC
Town Clerk

Raymond C. Gottwald
Dorothy A. Parkhurst
Susan J. Mills
Anita N. Doucette
Board of Registrars

Report of the **Board of Registrars**

The report of the Harwich Board of Registrars for the calendar year 2019

VOTER TOTALS – REPORT AS OF DECEMBER 2019

Ward 0	PREC 1	PREC 2	PREC 3	PREC 4	TOTALS
DEMOCRAT	700	728	632	697	2757
REPUBLICAN	468	440	411	353	1672
AMERICA FIRST PARTY	0	1	0	0	1
SOCIALIST	0	0	1	1	2
UNITED INDEPENDENT PARTY	4	3	4	6	17
GREEN RAINBOW	1	1	1	1	4
GREEN PARTY USA	0	0	0	1	1
INTER. 3RD PARTY	0	6	3	1	10
CONSERVATIVE	1	2	1	0	4
LIBERTARIAN	8	10	11	9	38
MA INDEPENDENT PARTY	2	2	1	1	6
PIRATE	0	1	2	0	3
PIZZA PARTY	0	0	1	0	1
RAINBOW COLIATION	0	0	1		1
VETERAN PARTY AMERICA	0	1	0	0	1
UNENROLLED	1656	1506	1663	1538	6363
GRAND TOTALS	2841	2699	2732	2609	10881

The 2019 census enumerated a population of 12,795 persons. The Board of Registrars and the Town Clerk's Office conducted the Annual Street Listing (census) by a town wide mailing that was followed by additional mailing and telephone solicitations for information. The intake of census data was completed by April 2019. The School Age Children's list, the list of town residents street by street, and statistical groupings by population and precinct were tabulated and completed by mid-May. The Jury list also was compiled for the State.

During 2019 the Town held its May Annual Town Meeting and Election.

The Board of Selectmen appointed Dorothy G. Hemmings-Bassett to a three year term on the Board of Registrars. We would like to thank the Town Clerk's Office staff Paula M. West, Assistant Town Clerk, and Mary A. Maslowski, Executive Assistant, for their dedication and support during the

year. We would also like to thank Susan Mills for her years serving the Town as a member of the Board of Registrars, as well as the residents of the Town of Harwich for their continued support and cooperation with the Annual Street Listing

Respectfully submitted,

Raymond C. Gottwald
Dorothy G. Hemmings-Bassett
Dorothy A. Parkhurst
Anita N. Doucette, Town Clerk
Board of Registrars

Report of the Voter Information Committee

Voter Information Committee whose purpose is to inform and prepare voters on issues to be addressed at Annual and Special town meetings and the local annual election and to encourage voter registration and participation.

Civic Engagement: In January, the Committee met with Brooks Free Library staff, Ginny Hewitt - Director and Jennifer Pickett - Reference Librarian to discuss jointly developing a civic engagement program comprised of relevant subjects to enhance voters' knowledge of the workings of Town government

Municipal Finance 101: The first program in our Civic Engagement effort was a well-attended talk led by Finance Director, Carol Coppola in March. The goal was to provide voters with an understanding of municipal finance covering such areas as fund accounting, budget process and timeline, tax rate setting and issuing debt.

Web Page: Committee Member, Emily Milan, maintained a robust web page which now includes a YouTube Play List of each VIC Channel 18 taped programs along with committee contact information, and links to many important Town web pages such as the *Selectmen's Committee Handbook*, and the application for committee appointment.

Publicity: VIC has been successful using social media and local newspapers to publicize its programs. Channel 18 staff, Jamie Goodwin and Caleb LaDue, are generous in scheduling the taped sessions especially those that help prepare voters for Town Meeting and the local election.

Conflict of Interest/Swearing In: Each member is current with training and has submitted proof of same to the Town Clerk. Additionally, each member is sworn in.

Recruiting Town Committee Applicants: At Selectman Larry Ballantine's request, VIC hosted a Channel 18 production to encourage residents to apply for town committee vacancies. Interviewed by Selectman Michael MacAskill and VIC member Chris Joyce, representatives from the following committee members discussed the purpose, number of members, meeting frequency, and issues: The following participated: Chris Rocket, Community Preservation Committee; Fran Salewski, Bikeways; Tina Games, Cultural Council; Jim Joyce, Planning; Matt Hart, Accessibility Rights and Waterways; Richard Waystack, Council on Aging and Assessors; Tom Johnson, Golf Committee; Elaine Shovlin, Reals Estate and Open Space; and Art Bodin, Housing Committee.

Financial State of Harwich: Committee member Pam Groswald led panelists on April 8 in a discussion focused on key components of the town and school budget, finances, bond rating, and anticipated capital warrant articles. The hour program was taped by Channel 18. Participating were: Julie Kavanagh, Chair- Board of Selectmen; Christopher Clark, Town Administrator; Jack Brown, Chair – Financial Committee; Scott Carpenter, Superintendent – Monomoy Regional School District; Carol Coppola, Finance Director/Accountant; Terry Russell, – Monomoy Regional School District Committee; Robert Sanborn, Superintendent – Cape Cod Regional Technical High School and Lee Culver – Harwich Representative to Cape Tech School Committee.

Unopposed Candidates: VIC invited all candidates running unopposed to be interviewed for its Ch 18 production on May 14. Emily Milan and Peggy Rose interviewed the following:

- Monomoy Regional School Committee – Tina Games
- Water Commissioner – Judith Underwood
- Brooks Free Library Trustees – Bernadette Waystack
- Housing Authority - Mark Kelleher

League of Women Voters – Cape Cod Area Moderated Forum: On May 14, approximately 55 Harwich voters, attended two forums – one for the Board of Selectmen candidates and the other for the Monomoy Regional School Committee candidates. Participating were: Moderator Joan G. Craig; Selectmen candidates Stephen Ford, Michael MacAskill, and Thomas Sherry; School Committee candidates Linda Cebula and Meredith Henderson.

Pre-Town Meeting: Peggy Rose and Chris Joyce moderated this discussion which Channel 18 broadcast on the Annual Town meeting warrant articles. Participants provided listeners with the rationale of each article and how those articles will be funded if passed.

Participants were: Dan Pelletier, Superintendent – Water Department; Christopher Clark, Town Administrator; Julie Kavanagh, Chair – Board of Selectmen; Charlene Greenhalgh, Town Planner; Chris Rockett – Community Preservation Committee; Link Hooper, Director Department of Public Works; Robbin Kelley – Cemetery Administrator; Pelinda Deegan – Affordable Housing Trust; Sandra Baylis-Hall – By Law and Charter Review.

Future Plans: Develop meaningful **Know Your Town** series with Brooks Free Library focusing on the workings of Town departments. Increase Voter turnout and fill our vacant committee position.

Christina Joyce, *Chair*
Peggy Rose
Pam Groswald
Emily Milan

HUMAN SERVICES

Report of the **Harwich Accessible Rights Committee**

The mission of the Harwich Accessibility Rights Committee (HARC) is to advise and guide the Town of Harwich and the general public regarding issues of disabilities and accessibility as ordered by the Americans with Disabilities Act (ADA) and the Massachusetts Architectural Access Board. Also, the Harwich Accessibility Rights Commission provides information and referral services to residents and visitors. In the process, we work closely with the local Harwich churches, elderly services, and the Veterans Agent.

The definition of an elderly, or senior citizens to HUD is anyone over 62 ½ years of age; the percentage, per capita in Harwich is one of the highest in the state, and it is growing.

As far as Disability Status – Harwich has an elevated level of individuals with special needs!

In 2014, looking at the noninstitutionalized Harwich population, 12%, were individuals that claimed some type of disability, this was up from 9.3% in 2000.

Today the population today is about 12,220. But it can swell to three times that in the summer.

For those Harwich residents that are under 18 years of age; 4.8% claimed a disability.

In the 18 to 64 age range, of Harwich residents, 10.7% claimed a disability.

Regarding the Harwich population of persons 62 years of age or older, which is over 31% of the residents; 12% of those in that age group claim some type of disability.

These levels of over 12% disability, particularly of those of seniors, represent a significant need for requirements of ADA approved accessibility within the entire Harwich community.

These percentages are high in comparison to the 9.3% level for the state.

The Harwich Accessibility Rights Committee (**HARC**) currently has only three (3) active members. We have openings for two full-time member and two alternate members. These present members have been active, professional and an asset to the Town of Harwich.

Because so many Harwich residents go south in the winter, those two alternate members are a critical element in maintaining a Meeting Quorum. During the last year, six of the monthly meetings were canceled due to a lack of a Quorum.

Two years ago, the Harwich Accessible Rights Committee, iHARCi participated in an ADA Self-Evaluation and Transition engagement; that is required in every community in the United States. As a result of this evaluation, that was conducted by ADA Certified Consultants, HARC was made aware of 271 ADA violations regulations. The Town of Harwich is in the process of becoming in ADA compliance.

I'm concerned that because of a limited HARC membership, we do not have the ability to perform the assigned duties, therefore I would like to invite any and all interested individuals, that would like to participate in the meetings, along with those interested in the opportunities and responsibilities of becoming active HARC members of the committee, to join us.

W. Matthew Hart
Chairman Harwich Accessible Rights Committee

Report of the **Board of Health**

I want to thank the Board of Selectmen for giving us the opportunity to meet with you tonight. In particular, we thank our liaison, Larry Ballantine for being a steady presence at our meetings. During this past year, all members have been sworn in and taken their state ethics course. Except for multiple absences by one member (who has since resigned), there have been no recurrent absences and all meetings are posted and advertised in accordance with the Open Meeting Law. Also, meeting minutes are voted and available to the public for past meetings online as well as in hard copy at the Health Department.

2019 has been challenging year for the Board of Health on many fronts. Looking back at the past year:

- In May, the Board of Health voted (at the recommendation of the Recreation and Youth Department) amendments to the Regulation Prohibiting Smoking in Workplaces and Public Places, to include a ban on smoking on Town owned beaches, recreation areas and other Town operated properties;
- After many conversations concerning the transition of East Harwich to municipal sewerage, the BOH has taken several actions. First, we voted to impose no permit fee for sewer connections. The BOH also issued its first waiver to allow a substandard septic system to remain in use until the connection to the sewer is made. We continue to work on extension request applications but there are many factors to consider.
- We were approached by high school students to consider adding a flavor ban in the tobacco sales regulations. After six months of discussion among the Board and tobacco retailers, a regulation update restricting flavored tobacco products to adult only retail stores was adopted. This includes candy flavors as well as mint, menthol and wintergreen. Updated tobacco sales regulations also include a cap on the number of tobacco retail stores in town. As well, new retail stores permitted after the regulations were adopted now must comply with a 500' setback from schools and a 500' setback from other tobacco retailers.
- Finally, the BOH adopted regulations banning the sale of flavored vaping products in Harwich. This came a week before Gov. Baker declared a public health emergency in September, issuing a temporary vaping product ban state wide. This latter action banned the sale of all vaping products and devices for a 4 month period to allow time for the CDC to study the vaping associated lung injuries.

- We voted to raise the legal purchase age for tobacco products from 18 to 21 years old. This would cover sales to anyone within the Town of Harwich.

Other Board of Health 2019 stats are as follows:

- 19 properties requested Variances from Title 5
- 8 Subdivisions were reviewed
- 3 Environmental Impact Reports were reviewed
- 3 properties requested reconsideration of previous orders of conditions
- 3 Public Beaches requests sampling variances
- 4 show-cause hearings were held
- 3 properties requested extensions on septic upgrades
- 1 food service establishment requested amendments on conditions
- 1 discussion was held regarding allowing dogs in outdoor spaces of restaurants
- 1 waiver was requested to use failed septic system until sewer is available

At this time, I would like to recognize the other Board members: Matthew Cushing, M.D., Ron Dowgiallo, D.M.D. Sharon Pfleger, MS, and our newest member Matt Antoine. And we would like to give our thanks to former Vice Chairman Frank Boyle and former BOH member Cynthia Bayerl for their time and energy while they served.

In closing, let me say it has been an honor serving the Town of Harwich this past year.

Respectfully submitted,

Pamela R Howell, RN
Harwich Board of Health Chair

Report of the **Brooks Academy Museum Commission**

In December 2018 BIA Studios, an architectural firm from Boston, completed an assessment of the condition of the Brooks Museum structure and presented recommendations for building restoration and improvements. The report is available for view online at the Brooks Academy Museum Commission (BAMC) webpage on the Town of Harwich website. An initial recommendation by the architects was rejected by BAMC due to expense – excavation of a full basement under the entire footprint of the museum building to create a vastly improved storage area for historical town documents and artifacts. Instead the final recommendations focused on three main items – (1) creation of a climate-controlled storage area in the existing basement area, (2) installation of a Low Impact Low Use (LULA) elevator to improve accessibility for the basement, first and second floors, and (3) relocation of the main building entrance to its historic location on the north side of the building under the columns.

In fall 2018 BAMC applied to the Community Preservation Committee (CPC) for \$130,000 to begin work on the project. However, concerns were raised about the structural condition of the building and whether it was adequate to support the proposed basement renovation and elevator installation. CPC approved the full amount requested but stipulated that a structural engineering analysis be completed prior to further building improvements. Shortly after approval at Town Meeting, BAMC met with Town Engineer, Griffin Ryder, to initiate the procurement process for the structural analysis. Due to the new Town Engineer's workload and competing town priorities, procurement could not begin as soon as BAMC hoped. The process is now due to begin this fall.

A second noticeable restoration issue is the condition of building siding particularly on the east side. The architects identified an internal mechanical issue as one possible cause of deteriorating conditions on that side. The Town Buildings Maintenance staff has now tested peeling paint areas and determined that significant lead paint exists. It is now likely that the entire building will be scraped and repainted to remove all lead paint. Under the CPC-approved article, this issue shall be addressed after the structural analysis is completed and prior to further building improvements.

BAMC intends to proceed in several stages to complete all of the above. The process is likely to take a number of years. We will seek funding from both the Town Community Preservation Committee and from state and/or federal historic, cultural and accessibility grants.

During the summer tornado of 2019, the Crowell Barn had the misfortune of being the only Town building with significant storm damage. A tree fell on the roof and cracked the masonry chimney in two. By hitting at that point, the building structure may have been saved from further damage. BAMC appreciates the thorough efforts by the Town Buildings Maintenance staff in dealing with the insurance company and doing all chimney work, roof re-shingling and other minor repairs in timely fashion.

David Spitz, *Chair*
Sandra Hall, *Vice Chair*
Peggy Rose, *Clerk*
Debora Miller
Janet Cassidy

Report of the Brooks Free Library

Vision

“a world of ideas in the heart of the community”

Mission Statement

The Library will promote full and equal access to information and ideas, the love of reading, the joy of learning, and engagement with the arts, sciences and humanities.

2019 ANNUAL REPORT

Established in 1880, Brooks Free Library was the first public library in Harwich. Founded by Col. Henry C. Brooks, the Library is part of a broader legacy left to the town by the Brooks family. The Library was accepted by the Town in 1910 and is governed by an elected Board of Trustees. This year Ann Emerson decided not to run for re-election when her term expired, so we'd like to thank her for her service. Bernadette Waystack was elected to the vacant position and Trustee William Crowell was re-elected in the May 2019 Town election.

Library Services and Operations:

We're happy to report that 2019 was another busy year at Brooks Free Library. Listed below are some statistics and information about library services.

FY19 (July 2018 – June 2019) Statistical Information:

Scheduled Weekly Hours	6 days, 48 hours/week
Total Hours Open (excludes holidays & weather-related closings)	2,367
Number of Registered Borrowers	13,617
Number of Harwich Residents with Library Cards	9,613
Visits to the Library.	159,405
Items in the Collection (physical items, eBooks & downloadable Audio)	107,511
Items Checked Out (physical items, eBooks & downloadable Audio). . . .	227,722
Use of Electronic Resources	30,629
Items Lent to Other Libraries.	26,707
Items Borrowed from Other Libraries	29,843
Number of Reference Questions.	18,780

Number of Adult Programs. 620
Attendance at Adult Programs 3786
Number of Programs for Children and Youth 631
Attendance at Programs for Children and Youth 15,700
Number of Staff Members. . . . 27 (6 full-time, 11 part-time, 10 substitutes)
Full-Time Equivalent (FTE) Staffing 12.0 FTEs

Improved Resources for Local Information and Research

Reference Librarian Jennifer Pickett arranged to have our collection of Annual Town Reports, dating back to 1866, digitized by the Boston Public Library and Digital Commonwealth at no cost to the Town. The reports became available online in January 2019.

Our patrons have been able to use periodical databases to read articles from local newspapers for many years. This year we expanded on this by subscribing to the new image edition of the Cape Cod Times from Newsbank. The image edition enables our patrons to read the Cape Cod Times online, for free, just as it appears in print.

This year we used Community Preservation Act funds to digitize the Harwich Oracle. In early 2020 we'll complete a project to make the Oracle and previously digitized newspapers - the Cape Cod Republican, Harwich Independent and Central Cape Press - available online so they can be accessed from home.

Enhancements for borrowers

This year we switched providers for online magazines when Overdrive began offering this service. This change simplifies things for patrons since eBooks, downloadable audiobooks and online magazines are now available in the same resource.

Patrons have had the ability to borrow books, movies and other physical items from outside of CLAMS through the Commonwealth Catalog for many years but vendors didn't allow that for eBooks and downloadable audiobooks. We're happy to report that restriction was eliminated this year. Our patrons now have access to the eBook and downloadable audio collections of the other nine library consortiums in Massachusetts.

After changing vendors for management of museum passes, many passes can now be printed at home or displayed on a cell phone, saving patrons a trip to the Library to pick up or return them. Patrons can now modify or cancel their reservation themselves when their plans change. This immediately frees up that pass for another patron to use.

This fall CLAMS libraries implemented a new feature of our automated system – the automatic renewal of items. Patrons no longer need to call, come in or log on to their online account to renew most items. Items that are eligible for renewal are now renewed automatically. This change doesn't eliminate fines but it will reduce the amount of fines accrued. Patrons will still be billed for items that are not returned.

Blind Employee of the Year Award

Assistive Technology Coordinator Carla Burke was honored by the Mass. Commission for the Blind and the Carroll Center for the Blind with the prestigious and well deserved honor of being named Blind Employee of the Year at a reception in June. Carla's work has made a tremendous impact on the lives of people with vision loss and in helping ensure they can fully participate in community life. This year we expanded collaboration with Sight Loss Services and the Council on Aging and have provided a monthly Living with Vision Loss program at the COA. Carla was also the featured speaker at Sight Loss Services' annual dinner this year.

Confidential Corner

The subject of a patron's intellectual pursuits and what they have checked out is confidential under Mass. General Law as well as professional library standards. Harwich is a small community, however, and sometimes patrons do not want to be seen checking out materials on sensitive topics or to have those items on their patron records. For this reason, this fall we launched our "Confidential Corner." Located on the Mezzanine, one of the more private areas of the Library, this area is stocked with books on topics such as addiction, alcoholism, gender identity, mental health, suicide, and sexual abuse. Books in this collection may be borrowed without being checked out, to be returned when the user no longer needs them. Feedback on this collection has been very positive and community members are already making good use of it.

Books on Wheels Workshop at the Mass. Library Association Conference

The Friends of Brooks Free Library manage a very successful homebound delivery program called Books on Wheels. This service utilizes volunteers to deliver books and other materials to community members who are unable to come in to the Library. In May Friends Board member Barbara Obrig, who serves as the Books on Wheels coordinator, Assistant Director Emily Milan and Senior Library Technician Joanne Clingan presented a workshop at the Mass. Library Association's annual conference, providing detailed information on how our program is organized to librarians from across the state who were interested in starting a homebound delivery program in their communities.

Harwich Center Initiative

Library Director Ginny Hewitt served on the Selectmen's ad hoc Harwich Center Initiative Committee this year. The committee held four meetings, including a public listening session, all of which were very well attended. The primary concerns expressed by residents, business and property owners and other community members were the need for improvements related to traffic calming, traffic flow, sidewalks, additional parking and to redesign road layouts at intersections in the village center to improve pedestrian safety. These improvements were deemed necessary to support the existing businesses and to create an attractive, walkable village center that would attract new businesses. The Town requested a study by the traffic engineers at the Cape Cod Commission, which was expected to occur in the summer of 2019. Since their recommendations were critical for determining next steps the committee went on hiatus at the end of February to await the results. At year's end that study has not yet occurred and the one-year appointments to the committee have expired. The Selectmen are considering the best method of moving forward so impediments to revitalizing Harwich Center can be addressed.

Collaboration

Assistant Director Emily Milan has served on the Voter Information Committee for the past five years. In March 2019 we partnered with Voter Information to host an informative session on the basics of municipal finance with the Town Finance Director, Carol Coppola. Attendees were impressed with the depth of Carol's knowledge and her ability to easily explain complex governmental accounting terms, regulations and procedures. We continue to partner with the Voter Information Committee and are offering an expanded Know Your Town series with department heads this spring.

Reference Librarian Jennifer Pickett and Staff Librarian Emily Carta were the featured speakers at the Council on Aging's Men's and Women's Breakfasts in the spring of 2019, providing information on library services and resources. We received great feedback at both events about the needs and interests of this segment of the community. We are grateful that the COA continues to provide weekly transportation to the Library for seniors who aren't able to get here independently. The seniors who come on the van appreciate being able to visit in person and pick out books and other materials themselves. In addition to the new Living with Vision Loss program, Staff Librarian Emily Carta has continued to hold monthly Device Advice sessions at COA for those who need help with technology.

In June we joined with the Recreation Department for the third annual "Recreation and Reading" summer kick-off event. We created and stocked a recreational reading library for the Recreation summer camp, rotating items regularly so new books were available throughout the summer. We also hosted field trips to our Summer Reading Program events and activities for the camp.

Youth Services Librarian Ann Carpenter continues to work closely with the Harwich Elementary School, visiting numerous classrooms each week to read a story and do book talks, interesting students in books that she leaves in the classroom for them to enjoy until her next visit. We also host weekly field trips for several classes from the Laurel School. Ann serves on the HES School Council and Assistant Director Emily Milan serves on the Monomoy Regional Middle School Council. We also offer regular activity clubs and book groups for homeschoolers.

We were delighted to support the efforts of the Cape Verdean Oral History Project and to participate in the wonderful community event they hosted to welcome the President of the island of Brava when he visited Harwich in August. This reception was undoubtedly one of the major highlights of the year for the town. We look forward to working with this talented and dedicated group in the future as they highlight and document the Cape Verdean heritage of our town.

The Library remains an active member of the Chamber of Commerce, participating in events and serving on committees. This year we hosted the Trolley to Christmas Town for Christmas in Harwich weekend. In other collaboration and outreach efforts we provided an activity booth for the Harwich Cranberry Festival's annual Kids Day at the Beach, partnered with the Cultural Center and Chamber by holding ArtWeek events, and continued our pop-up library at the weekly Farmers Market, providing information about the library and lending materials to attendees.

Tornado and Its Aftermath

Four trees came down on cars in the parking lot when a tornado came through Harwich Center on July 23rd but fortunately no one was injured and the building sustained no damage. We are extremely proud of the calm, professional response of staff members when the tornado warnings were received. They quickly shepherded patrons into the basement meeting room and advised motorists who pulled into the parking lot to join us inside. The generator, which had just been installed in April, came on as we were moving to the basement so we never lost power. Children were immediately engaged in fun activities to keep them occupied and they had no idea anything unusual was occurring.

Harwich Center was ground zero for the tornado, with thousands of trees and limbs down resulting in power, cable and phone outages. The Library would have been closed for three days without the generator. Because of the generator we not only able to open, we opened expanded hours for the next few days until power was restored. The Library was crowded each day with large numbers of residents and visitors using the Internet, charging their devices and taking advantage of all the normal library services like borrowing books, puzzles and

games, and attending programs. The opportunity to be in a community space and share their experiences was extremely important to community members. Emergency planners have long known that open public institutions are very reassuring after a disaster; this summer we got to confirm that for ourselves. The experience of many in the community would have been very different after the tornado if we hadn't been able to be open. We very much appreciate the support of the Selectmen, Town Administrator, Finance Committee, Capital Outlay and of course the voters for approving the funding for the generator several years ago.

In the days after the tornado a lot of conflicting and inaccurate information was being shared in the community and online so the Library set up a Disaster Recovery Resource page on our website to provide a central location for information about services, programs and resources available to assist community members. Library Director Ginny Hewitt spoke about our experiences at a Resiliency Forum for Cultural Heritage Institutions in Massachusetts in September. Locally we presented several programs related to the tornado this fall - an Emergency Preparedness and Response presentation by Barnstable County Emergency Preparedness Coordinator Sean O'Brien, a program on tornados with meteorologist Phil Burt and a Community Conversations program about preparing for extreme weather events.

Building and Grounds

The historic preservation work on the exterior of the two historic portions of the Library was completed in January 2019 and the building looks wonderful! The project was managed by DPW Facilities Manager Sean Libby and we very much appreciate his dedication to ensuring it was done well. We are grateful for the Community Preservation Act funding and for the support of the Selectmen, Town Administrator, Finance Committee, Capital Outlay Committee and the voters of the town.

This year the Friends of Brooks Free Library added landscaping along the parking lot and Bank Street sides of the building and had an underground sprinkler system installed to the gardens. The new plantings look lovely and gave the historic preservation project a finished look. The Harwich Garden Club has maintained the beautiful garden in the parking lot island for many years and has agreed to assume responsibility for the new landscaped beds, so we're grateful to both the Friends and the Garden Club for the improvements to the grounds.

The Friends completed another major project this year – remodeling of our meeting room and the basement lobby. New storage cabinets were created in the meeting room and basement lobby and the entire space is now freshly painted. These changes make the meeting room a much more welcoming space for everyone who attends a meeting or program.

Two energy efficiency projects began at the Library in the fall of 2019. Cape Light Compact replaced all of the building's lights with more efficient LED fixtures. The other project provided improvements to the HVAC system, funded in large part by a grant through the Town's participation in the Green Communities program. Replacement of the boiler and installation of an energy management system began in October and continued into 2020.

Notes of Appreciation

We are extremely grateful to the Friends of Brooks Free Library for all they do to support the Library. The Friends remains a strong and vibrant organization, which is a tribute to the members of its Executive Board. The Friends' bookstore in the basement is open for several hours per day and there is an on-going book sale on the Mezzanine and in the Lobby. The Friends fund the popular First Sunday programs and concerts from October through June, special programs for the Summer Reading Program for children and youth, additional copies of bestsellers and pay for expenses of our Vision Impaired Technology Assistance at the Library (VITAL) program that aren't covered in the Town budget. Their Books on Wheels program utilizes volunteers to deliver books and other items to community members who aren't able to visit the Library in person, a service that homebound residents very much appreciate.

We are extremely fortunate to have so many dedicated volunteers who help us by shelving materials that have been returned to the Library, straightening and organizing the shelves, coordinating and leading programs, and performing many other functions. 83 volunteers performed 3,740 hours of volunteer service for Brooks Free Library in FY19. Their assistance is invaluable!

The Harwich Garden Club cares for the lovely garden in our parking lot island, putting in many hours each week to keep it in such beautiful condition. The Club also continues to provide attractive floral arrangements every month that welcome patrons as soon as they enter the main floor of the Library. We very much appreciate everything the Garden Club does!

Respectfully submitted,

Mary Warde, *Chair*

Joan McCarty, *Vice-Chair*

William Crowell, *Treasurer*

Kathleen Remillard, *Secretary*

JoAnne Brown, *Co-Chair, Building and Grounds Committee*

Jeannie Wheeler, *Co-Chair, Buildings and Grounds Committee*

Bernadette Waystack

Brooks Free Library Staff Members

Library Director:	Virginia A. Hewitt
Assistant Director:	Emily Milan
Reference Librarian:	Jennifer Pickett
Youth Services Librarian:	Ann Carpenter
Staff Librarian:	Suzanne Martell
Staff Librarian:	Emily Carta
Executive Assistant:	Megan Green
Assistive Technology Coordinator:	Carla Burke
Evening Shift Supervisor:	Phil Inman
Senior Library Technicians:	Joanne Clingan, Lee Kelley, Pam Paine, Jack Sheedy, Carey Sims, and Jamie Thornton
Substitute Circulation Assistants:	Joy Buhler, Sue Carr, Cynthia Craig, Caroline Crowell, Sue Henken, Cathy Howard, Dorothy Hurford, Christine Kaufmann, Vince Kraft, Jackie Leach, Judy Nichols, Pam North, Sharon Shaw and Melissa Stello

Report of the **Cape Cod Regional Transit Authority**

The Cape Cod Regional Transit Authority (CCRTA) has provided a total of 46,569 one-way passenger trips across all services in the town of Harwich from July 2018 through June 2019 (FY19).

CCRTA provided 3,742 Medicaid trips, 7,308 Day Habilitation trips, 19 ADA trips, and 16 other medical trips for Harwich residents. CCRTA also provided 66 Harwich residents with 350 trips to Boston area hospitals through the Boston Hospital Transportation service.

CCRTA provided 268 Harwich residents with 8,848 DART (Dial-a-Ride Transportation) trips during FY19. Total DART passenger trips in the fifteen towns of Cape Cod were 231,563 in FY19.

The deviated fixed route Flex serves the towns of Harwich, Brewster, Orleans, Eastham, Wellfleet, Truro, and Provincetown. A total of 8,990 one-way trips originated in Harwich for the Flex route for the period July 2018 through June 2019. Although we do not track alightings, it is assumed that an approximately equal number of riders ended their trips in Harwich, including some who began and ended their trips in Harwich. Total ridership for the Flex for this period was 74,438.

The fixed route Hyannis to Orleans (H20) serves the towns of Barnstable, Yarmouth, Dennis, Harwich, Chatham, Brewster, and Orleans along the Route 28 corridors. A total of 17,296 one-way trips originated in Harwich for the H20 route for the period July 2018 through June 2019. Although we do not track alightings, it is assumed that an approximately equal number of riders ended their trips in Harwich, including some who began and ended their trips in Harwich. Total ridership for the H20 route for this period was 153,430.

CCRTA supplied the Harwich Council on Aging with two Mobility Assistance Program (MAP) vehicles that provided 4,464 rides from July 2018 to June 2019.

Route maps, schedules, fares, Google Transit Trip Planner and the latest news about Cape Cod public transportation services are provided at www.capecodrta.org, as well as links to many other transportation resources.

Tom Cahir, *Administrator*

Report of **Channel 18**

Harwich Channel 18 is thrilled to report another busy year as the Town's government television station. We have increased our Board and Committee coverage from 13 regular committees in 2018 to over 22 in 2019. We accomplished this by installing additional equipment in the Town Hall Library and filming meetings in the Community Center Channel 18 Studio. Along with Boards and Committees, Channel 18 has recorded and broadcast 325 individual programs. This number includes a new show for 2019 Cultural Center Studio Spotlight. Interviewer Dinah Lane sat down with eight renters in the Cultural Center to give citizens a taste of the art and creative activities happening in this space. We look forward to continuing the series in 2020 and other collaborations with the Cultural Center. Channel 18 also covered some of your favorite community events such as: Harwich Town Band concerts, Hometown Parade, ArtWeek and Cranberry Festival music. Channel 18 feels that it is crucial to bring a variety of programming to the citizens of Harwich to keep them engaged and informed.

Community Journal remains the most beloved show in our weekly lineup and it continues to evolve. Each week we bring you updates from busy town departments and partners such as: Community Center, Council on Aging, Recreation, Brooks Library, Chase Library, Town Administrator, Harwich Conservation Trust, Chamber of Commerce, Cultural Center, Guild of Harwich Artists, Family Pantry, Garden Club, and others. We will continue on with Channel 18's Community Journal tradition as we feel it is an opportunity to receive civic information in a different platform.

Caleb Ladue, Channel 18's Video and Community Information Specialist continues to keep the Town's website up to date. This includes posting of a majority of Board and Committees agendas and minutes. Caleb has once again managed an impressive upload count to our YouTube page with over 350 uploads in 2019 surpassing last year's number of 310. One of our top hits on YouTube was drone footage of Harwich after the tornado in July. Caleb has some great ideas for drone shows in 2020 so keep a look out!

Channel 18 is pleased to report that we accomplished all of our 2019 goals that were tasked to us by administration. We are excited to put forth two articles at the upcoming 2020 town meeting. The first is to improve the Griffin Room at town hall. The Griffin Room has had very little updating in the past 15 years and is our most used hearing room. In addition to the Griffin Room, we hope to upgrade our playback server allowing us to live stream our station to Roku and Apple TV users. This upgrade would expand our viewership out-

side the boundaries of the Town of Harwich and is a very exciting step in technology for our government station.

As always I would like to thank all my faithful volunteers for without them Channel 18 would not be where it is today. Caleb and I sincerely thank Jack and Eileen Wyatt, Dinah Lane, Vic Alten, and Jim and Jane Fulton. This year however we are sad to announce the passing of longtime volunteer, Ron Armbruster. Ron volunteer for over 15 years running cameras in studio and in the field. In addition to being an “ace cameraman”, he also ran sound equipment and floor directed for Community Journal. We will miss you Ron. Channel 18 looks forward to serving the citizens of Harwich in the year ahead.

Respectfully Submitted,

Jamie Lee Goodwin
Station Manager

Report of the **Community Center Facilities Committee**

The Facilities Committee is pleased to provide the Annual Town Report on the essential work and services provided by the Community Center.

The Community Center serves many critical functions for the Town and for all members of our local and surrounding communities. We host many town-wide events, notably our annual Town Meeting and Town election, as well as holiday events, service opportunities, and educational activities. In addition to our larger annual events, we also offer recreational, entertainment, special interest, and support services year-round on a daily basis as well as specialized care and opportunities for youth, seniors, and veterans.

Further, a huge variety of clubs and organizations, class instructors, and community members use the building for their meetings, events, classes, and other activities. In providing space and resources for these groups, the Community Center is able to support local organizations and to encourage community-building and involvement among our residents. These classes and programs provide an invaluable opportunity for members of our community to foster new and lasting relationships, to find and develop their interests, and to learn new skills. We are always working to better support and promote the existing groups using the Center and to expand our offerings and outreach to meet all community interests and needs. For perspective, well over 100 different groups use this space (in addition to numerous town departments and committees). The total amount of time these groups use for their programming and activities in the fiscal year is an astonishing 11,739 hours!

We are excited to announce that the Community Center celebrated its 19th birthday in February! We remain steadfast in our commitment to the mission that has guided our actions and priorities since the building first opened. We are also eagerly anticipating our 20th birthday and are already planning a number of programs and activities to celebrate this momentous milestone.

Beginning on July 1, 2019 by vote of the Board of Selectmen, we have changed the Community Center hours of operation. Monday through Friday, the building now closes at 9 PM rather than 10 PM. Weekend hours remain unchanged. This decision was based on an evaluation of actual Community Center usage. The shortened weekday hours did not negatively impact any groups that use the space and helped save the Town money relative to operational costs for the building.

Consistent with years past, the Community Center has had a highly successful year to date. We continue to expand our programming and our efforts to benefit a growing number of individuals and groups in our community. We continue to collect data concerning the monthly usage of the Center. The numbers in the table below show the monthly usage breakdown for the 2019 calendar year.

Month	Visitor Count
January:	23,317
February:	22,703
March:	16,668
April:	21,274
May:	*
June:	15,959
July:	23,336
August:	21,649
September	20,336
October	27,938
November	18,769
December	21,003

* Due to technical difficulties, the complete data is not available for this month.

In addition to the counts detailed above, one of our five activity rooms is used by the Treasurer's Department in June and July for beach and transfer station sticker sales. This room is taken offline to all other rentals for this time period. During this time, thousands of individuals make use of the Center for the purpose of buying stickers. These patrons are in addition to the numbers listed above.

As has been true in past years, the Community Center Weight Room continues to be one of our most popular resources available to Harwich residents. We have an ever-increasing number of sign ups, as people take advantage of one of the multiple membership options we offer. These membership types include daily, weekly, monthly, seasonal, and full-year options. All Weight Room memberships run on the Town's fiscal year calendar. Since January 1, 2019, there have been 655 individuals who have purchased one of our memberships and more people are joining each and every day. These sign-ups have brought in approximately \$67,605.00 in revenue.

Beginning in September 2018, we began opening the building on Sundays for Weight Room users. Since January, we average 21 Weight Room admittances on Sundays. Full average daily Weight Room admittances from January 2019 to December 2019 are as follows:

Day of the Week	Average Daily Admittance
Sunday	21
Monday	64
Tuesday	57
Wednesday	50
Thursday	57
Friday	57
Saturday	29
All daily averages are up from 2018.	

Further, we continue to function as a Silver Sneakers location which gives seniors with this Medicare supplement program access to our Weight Room without any out-of-pocket cost. Members of this program continue to express their gratitude for this service, and more people are joining all the time! The Community Center is reimbursed from Silver Sneakers every time one of their members checks in – it is truly a win-win-win system!

Jill Brown, a certified personal trainer, continues to offer free drop-in appointments for Weight Room members every Monday and Thursday morning. In addition to showing members how to correctly and safely use the weight room equipment. Jill also helps members craft individualized workout plans based on their needs and goals. She functions to make our facility a safer and healthier place and her services have increased the satisfaction and confidence our of Weight Room users. We and our members are very thankful for her continued assistance.

Our two certified passport agents, Carolyn Carey and Samantha Estabrook, continue to meet a high community demand for passport services. This service meets a significant and continuously-growing community need. Since January 1, 2019, the Community Center has processed 538 passports. As is true with so many of the services provided through the Community Center, these passport numbers are also on pace to set a record (during the last fiscal year, Community Center staff processed 429 applications). These numbers only capture applications for new passports; staff has helped countless others prepare their renewal applications as well!

Dedicated maintenance of the Community Center exterior gardens continues under the guidance of Toni Hollingsworth. Toni continues to spearhead this work as Head Volunteer for the gardens. She brings many years of professional and educational experience to her work and has contributed countless hours to the restoration and beautification of our gardens. She and the other volunteers working with her have performed hours upon hours of weeding, watering, planting, and the spreading of compost and mulch. As an exciting note, the volunteers working with Toni this past summer have ranged from

ages 12 to 100! So many patrons comment on the beauty of the gardens as they come in to the facility for programs and resources – because of the work of Toni and her other volunteers, people are truly stopping to smell the roses!

We are continuing in our efforts to host multiple large annual events and celebrations. This past April, we again held our annual egg hunt. This year, we had well over 300 children come to seek out more than 7,000 eggs and many other fun prizes. This was a fun and safe events for so many of our local families.

Earlier in August, we held our tenth annual Community Yard Sale on Saturday, August 3rd from 9:00 am -1:00pm at Brooks Park. We collaborated with the Harwich Cranberry Festival to help make this event successful. We sold spaces to 35 vendors for a fee of \$20.00 per space. The money collected goes to the Towns' general fund. Over the course of the four hours, hundreds of people stopped to shop and enjoy the day. The vendors reported great sales and it was a positive event for vendors, buyers and the Town of Harwich.

Again this year, the Cranberry Harvest Festival chose the Community Center grounds as the location for one of their biggest events. We were thrilled to host such an important traditional Town event. In October, we hosted our fifth annual “Boo-tique” and our nineteenth annual Halloween celebration. In the weeks leading up to the “Boo-tique”, we collected new and gently used Halloween costumes from anyone willing and able to donate them. At the event, these costumes were available free of charge to anyone who may need them. Local businesses and organizations in the Community were contacted for donations to make our Halloween celebration another big success for kids in Town. We are always thankful for the support we receive from our community to make this event possible. This year's Halloween event was the most popular event to date here in the Community Center. Our software that keeps track of individuals coming in and out of the building registered over 1000 people entering on that day alone.

In December, we worked with the Department of Children and Families for our annual “Mitten Tree”. For this project, we and our patrons collect gifts to donate to children for the holiday season. This event allows us to work towards a larger goal of ensuring that all of our local children and families have a joyful holiday. This event also serves to highlight the generosity and sense of community our residents share, and this event could not happen without them.

In addition to our recurring annual events, we are excited to highlight two new programs from the first half of 2019. On August 28, 2019, we were honored to host the program organized by the Cape Verdean Heritage Oral History Project as they welcomed President Francisco Tavares of the island of Brava in the Cape Verde islands. This event embodied everything our facility

stands for – a bringing together of all different members of our community, a celebration of our history and diversity, and a space to welcome an honored guest.

We were also thrilled to undertake the Cole's Socks for Smiles campaign! Cole, a local 12 year old boy, lives with intractable epilepsy. He has benefitted from games, activities, and fun socks in his stays at Boston Children's Hospital. He and his family wanted to bring that same benefit to others and we were so happy to have the opportunity to support this mission! We collected new pairs of fun, wacky, colorful socks at the Community Center (and at other places in Town) and sent them to Boston Children's Hospital in November to support other children and families!

In August 2019 we received from Ora Gaylord Arooth Trust a donation of \$10,265 dollars made in memory of Joseph Arooth. This gracious gift in the past has provided the Community Center with needed equipment for the building, training for staff and countless other things that I hope have enhanced the experience of all those that utilize the building. We are so grateful for this gracious gift.

Before concluding this report, we would like to include our goals for the 2020 fiscal year. These goals are as follows:

1. Establish Policy/Procedures for Artist Sheds at the Harbor
2. Complete Kitchen rental at the Cultural Center
3. Plan 20th Birthday Celebration for the Community Center
4. Update Fitness Center equipment
5. More streamline process for the revolving fund

We also want to welcome our newest staff member, Mary Beth Buhler. Mary Beth joined our team in June and covers the early morning hours at our front desk. Our weight room members and other patrons are enjoying getting to know her and have benefitted greatly since she came on board!

We would be remiss if we did not thank the rest of our team – Kerry Lotti, Office Assistant, Samantha Estabrook, Executive Assistance, the other departments within the building including, COA, Recreation, Ch. 18 and of course our Director, Carolyn Carey. The Community Center and our Town as all whole are incredibly well served under their care, passion, and guidance.

As always, we remain committed to the continued growth and success of the Community Center. Our continued support and commitment to existing programs, resources, and groups, as well as our ongoing effort to expand our services and programming will enable us to meet and even exceed these goals. We seek always to meet the ongoing and developing needs of our Town and

all of its residents. We look forward to working with you, with all other Town Departments, and with our larger community to best serve the Town of Harwich.

Respectfully submitted,

Lee Culver, *Chairman*
Angelina Chilaka
Sean Libby
Brian Power
Ralph Smith

Report of the **Community Preservation Committee**

Harwich adopted the Community Preservation Act (CPA), modified to accommodate the replacement of the so-called Land Bank, effective beginning July 1, 2005. The primary source of revenue for the Community Preservation Fund is a property tax surcharge of 3% that is assessed on each parcel of taxable real estate within the community. The other major sources of revenue for the fund are distributions from the Massachusetts Community Preservation Trust Fund and interest revenue. The Community Preservation Fund may be appropriated and spent for certain open space, historic resource, recreation and community housing purposes.

The committee is comprised of 9 members: 2 selectman appointees, and representatives from the following areas (1 each) Housing Committee, Housing Authority, Recreation, Historical Commission, Open Space/Real Estate, Conservation and Planning Board. As of this report, there is one vacancy on the committee, a selectman appointee.

In 2019, the committee received 15 applications with requests totaling \$3,691,593. All 15 applications are being presented to the committee for review and deliberation. There is a grand total of approximately \$3,005,451 available for distribution.

As of October 17, 2019, the committee has successfully rescinded and closed out previously funded articles that were either completed, or uncompleted with many years of inactivity, in the approximate amount of \$129,904.96. All monies were returned to their respective fund reserve.

The Community Preservation Committee would like to acknowledge and thank Kathy Green and Chris Rockett, who have both served on this committee for several years. They have moved on with our sincere appreciation. In addition, we would like to thank Finance Director Carol Coppola, Town Planner Charleen Greenhalgh, and Interim Town Administrator Joseph Powers for their continued support throughout the year.

Respectfully submitted,

David Nixon, *Chairman*

Report of the **Council on Aging**

The Council on Aging, in this annual report to the Town of Harwich, continues to promote the mission of the Council on Aging which is to support and advocate for older adults, their families, and caregivers.

The Council serves this mission in a variety of ways. We organize or sponsor programs designed to meet a wide variety of seniors' needs including entertainment, health and fitness, socialization, nutrition, and more. We bring in SHINE counselors who assist residents in navigating the complicated world of health insurance, attorneys who specialize in Elder Law, caseworkers from the Homeless Prevention Council, specialists in providing foot care, specialized support groups, a monthly dental clinic, and video conferencing technology that allows people to make appointments regarding Social Security without having to travel to the Hyannis office. We provide free transportation to any resident who needs it to all Council on Aging programming as well as to the Family Pantry, the library, local grocery stores, and further locations as well.

In FY 19, the COA implemented a new software system, My Senior Center, which has allowed the Council to better serve the needs of our members. This software allows us to manage events, track program attendance and volunteer hours, to communicate with members in a variety of ways, and to track statistics that are useful both for program evaluation and when applying for grant funding. The communication tools, which include the ability to send robocalls and to generate groups and email lists, have been enormously helpful. Staff can send event reminders, distribute the newsletter electronically, and provide information to our most at risk clients during emergencies. This latter use was particularly important during the tornado, as staff was able to provide at least daily updates to at risk and homebound seniors about road and weather conditions, resources, shelter openings, and more. We are thankful to have this functionality in place as we continue through hurricane season and approach the onset of winter weather.

Additionally, the bimonthly COA newsletter which serves as the primary source for sharing information about COA programs and resources with the public, is mailed to approximately 1,900 homes each month. With the help of dedicated volunteers, another 300 copies are distributed to public locations around town including Town Hall, the libraries, Public Safety, and area housing complexes and medical offices. With the use of My Senior Center, we are now able to distribute the newsletter via email as well!

Updating the goals and objectives under the new leadership of the Council are a major goal. Both the Council and the Board believe that this is a great opportunity to examine the needs of our senior population, and to create services and programs that meet their needs, now that the infrastructure and software are in place to monitor the effectiveness of the vast array of programs and events sponsored by the Council.

The Council on Aging is well served by Emily Mitchell, Council on Aging Director. Emily completed her first anniversary in 2019 and has more than met the challenge of serving our older adults, their families and caregivers in our community.

The position of Transportation/Volunteer Coordinator was reclassified in the FY20 budget process to a Program Specialist 1. Rick Anderson who had served the Council admirably and tirelessly was transitioned into the newly named position. Tragically, Mr. Anderson passed away during this past year. His pleasant manner and dedication to Harwich's older adults will be missed.

In September, we welcomed Julie Witas to the Council on Aging team to fill the role of Program Specialist 1. Ms. Witas has a background in case management, program management, and healthcare research. In her short time with us, she has already developed wonderful relationships with our members and volunteers, and we are thankful to have her onboard!

The Council on Aging could not provide the breadth and scope of programs and services without the aid of our 75 plus volunteers. Their donations of time, energy and experience make our Council successful in reaching out to the countless members of our community. We are grateful for their service! A Volunteer Luncheon was held in January, 2019 to recognize these dedicated and hardworking volunteers as well as a cookout in September of 2019. These efforts to show our gratitude to our volunteers are pale in comparison to the work they do for the older adults of our community.

The COA has an exceptional relationship with the Friends of the Harwich Council on Aging, a 501(c)(3) nonprofit organization which supports programs and needs outside of the town budget for our seniors. A member of the COA attends Friends meetings monthly to coordinate programs and to continue to monitor the needs of our senior population. Through their generosity, the new software system was instituted, and with programs expanding meal services to our residents, they have stepped up to purchase the equipment necessary to continue to provide quality, nutritious meals.

Our relationship with the Department staff continues to excel. In addition to Director Emily Mitchell, we rely on Susanna Keith, Social Services Coordinator, Susan Jusell, Town Nurse, Linda St. Pierre, Town Chef, Julie Witas, Program Specialist 1, Marie Carlson, Executive Assistant, and our Van

Drivers, all who are integral components to providing the services and programs that enable our seniors to be active, thriving members of our community.

The Council on Aging Board of Directors meets monthly, the first Wednesday of each month at the Community Center at 10:00 AM. Mr. Donald Howell, is the liaison to the Council on Aging, and we appreciate his availability as our link to the Board of Selectmen. Our posted meetings are open to the public, and we welcome any and all who share in our mission of providing comprehensive support for Harwich's senior population.

It is our honor and pleasure to assist the residents of Harwich, their families and caregivers; we thank you for the opportunity to serve!

Respectfully submitted,

Richard Waystack, *Chairman*

Lee Culver, *Vice Chairman*

Ralph Smith

James Mangan

Carol Thayer

Joanne Lepore

Angelina Chilaka

Justin White, *HFD*

Report of the **Harwich Cultural Center**

The Harwich Cultural Center experienced continued growth in 2019.

As part of the application process for studio workspace, an interview process was implemented for new and continued studio renters. The expanded vetting process retained an active waitlist and confirmed need for affordable working studio space on Cape Cod remains strong. In 2019, growth of the studio revenue reached \$13,500.00 a month. Additional rental revenue from weekly classes, performing arts rehearsals and performances, fundraisers, historical lectures, and business workshops contributed to a total revenue of over \$140,000.00. A capital project in coordination with the MassSave program through Cape Light Compact and RISE Engineering changed almost every light bulbs and some lighting fixtures throughout the center. The benefit was projected annual KWH savings of 113873, equating to an annual saving of \$20,497.00, improving the Center's bottom-line.

Expanded public communication took many forms. A Harwich Cultural Center department site on harwich-ma.gov provided opportunity to migrate building information online including use and rental policies, application forms, and an up-to-date calendar of events. Launched in January, a monthly digital newsletter garnered over 600 subscribers by December. Featuring upcoming classes or events and highlights of the month ahead, the public can sign up online to receive the monthly digital newsletter via email. Harwich Channel 18 produced the "Studio Spotlight" series. The in-studio interviews highlighted the diversity of programs and renters at the Center while showcasing the growth attained in the repurposing of the school campus.

Programming benefitted from funding from the Harwich Cultural Council, a local agency supported by the Massachusetts Cultural Council, a state agency. Independent artists and nonprofit renters sought funds to produce community programs as "the Bottle Project," a community art piece with a recycled theme; monthly drawing workshops with an affordable per person price point; and the purchase a 3-D scanner.

With oversight from the Center in collaboration with the Harwich Harbormasters Office, Seaside Marketplace at Saquatucket Marina opened July 3rd increasing affordable opportunities for the creative entrepreneur in Harwich as part of the Saquatucket Harbor Landside Renovation project.

July's historic tornado and State of Emergency put the Center to use the Town's command operations for emergency vehicles, helicopters, National Guard, food trucks, and other essential first responders. The Center hosted a

post-tornado relief team of fifty-four volunteers who assisted thirty local households with cleanup.

Throughout the year, positive feedback and recognition was received from groups including the Massachusetts Cultural Council and ArtWeek/The Boch Center because of Harwich's commitment to creative placemaking.

Respectfully submitted,

Erica Strzepek
Carolyn Carey

Report of the **Harwich Cultural Council**

The Harwich Cultural Council (HCC) is a town-appointed committee with a goal to enrich the cultural lives of our citizens. We are one of 329 local councils who are charged with allocating grant funds for community-based projects, as well as ticket subsidies for our students and seniors to theaters, museums, and educational venues in the arts, humanities, and interpretive sciences.

The HCC is annually funded in part by the Massachusetts Cultural Council (MCC) and by the Town of Harwich. Additionally, HCC fundraising and private gifts provide us with discretionary monies which can be used for programs, activities, and events that meet MCC and HCC criteria.

The Committee

The HCC, with a maximum of nine members, has seven active members with two vacancies. We meet monthly on the second Thursday of the month at 4:00 p.m. at the Harwich Cultural Center.

The HCC re-elected Chairperson Tina Games and Secretary Rosanne Shapiro at our June meeting to serve for the 2019-20 fiscal year. Additional council members include – Christine Banks, Charles Barnes, Dinah Lane, Laurinda Raquel, Kathleen Teahan.

Special recognition was given at the 2019 grant reception (held on June 6th) to outgoing members Rose Ann Clarke (nine years), Sharon Mitchell (six years), and Joan Sachetti (four years) for their service on the Harwich Cultural Council.

Grant Awards

Our local cultural grants program continues to be our main focus and we are always looking for new and innovative ways to get the word out to members of our community. We delight in seeing the variety of applications that come in each year and make every effort to attend awardee events and programs by sending one or more council representatives.

This year, the HCC received a total of 35 grant applications for FY 2020 totaling \$35,201 in funding requests. Through a standardized review process which began in November 2019, we awarded \$10,000 in local grants in three different categories – arts, humanities, and interpretive sciences. Selected recipients were notified at the end of December and will be honored at a special reception to be held at the Harwich Cultural Center on May 14, 2020.

The Harwich Cultural Council Grant Award winners for FY 2020 are:

Applicant	Project Title	Award
*Arts		
Music Dance EDU	<i>Hip Hop Chair Exercise</i>	
	<i>Dance for Seniors</i>	\$280
David Iannitelli	<i>Movimento VI</i>	\$300
Monomoy Regional Middle School	<i>Language of Dance</i>	\$350
Monika Woods	<i>Open Mic Classical</i>	\$300
Cape Cod Orchestra	<i>Towards the Sea:</i>	
	<i>Mayflower at 400 Concert</i>	\$500
Creative Outlets	<i>Finding Your Voice through Arts</i>	\$400
Monomoy Regional High School	<i>Teaching Artists Program</i>	\$500
Jacek Zuzanski	<i>Puppet Theater Presentations</i>	\$400
Sharon DiGennaro	<i>Support for a Brain Injured Artist</i>	\$500
Denya LeVine	<i>Mindfulness, Music and</i>	
	<i>Movement for Seniors</i>	\$300
Annette Berkeley	<i>Teen Artists Coalition of Cape Cod</i>	\$400
*Humanities		
Cultural Center of Cape Cod	<i>Rise and Shine</i>	\$500
Chase Library	<i>Spring Literary Brunch</i>	\$200
Alzheimer's Family Support Center	<i>Arts and Ideas</i>	\$300
Monomoy Regional High School	<i>Best Buddies Shark Bites Craft Fair</i>	\$500
Pilgrim's Landing	<i>Young Women's Soul Collage Group</i>	\$250
Davis Bates	<i>Celebrating New England:</i>	
	<i>A Performance for Seniors</i>	\$300
Pamela Reuss	<i>Historia Antiqua</i>	\$750
Monomoy Regional Middle School	<i>Cuttyhunk Field Trip</i>	\$1000
*Interpretive Sciences		
Mass Audubon/	<i>In-school lessons:</i>	
Wellfleet Wildlife Sanctuary	<i>Harwich Kindergarten</i>	\$600
Friends of HECAC	<i>Signs of Spring</i>	\$400
Monomoy Regional Middle School	<i>May the FORCES Be with You</i>	\$290
Andrew Buckley	<i>Stephano: The True Story of</i>	
	<i>Shakespeare's Shipwreck</i>	\$300
Cape Cod Makers	<i>3-D Scanner</i>	\$380

Other 2019 Activities

Our annual reception for FY19 grant recipients was held on June 6, 2019 at the Harwich Cultural Center. There were approximately 50 people in attendance with congratulatory remarks being made by Tina Games, Harwich Cultural Council Chair and Sam Montano, Massachusetts Cultural Council Program Officer. Each grant recipient was given the opportunity to make a brief presentation about the program, project or event that their grant award supported.

The HCC hosted its second annual grants information session in August at the Harwich Cultural Center with more than a dozen attendees. This event is designed to help educate the public about the impact of our local grants program and to answer questions from potential grant applicants.

Partnering with the Town of Harwich and the Harwich Chamber of Commerce, the Harwich Cultural Council continued its commitment to the *Cultural Compact* agreement, which was renewed by the Massachusetts Cultural Council in March 2019 with a convening in Boston, attended by HCC Chairperson Tina Games. The *Cultural Compact* remains focused on the formation of two cultural districts, one in Harwichport and the other in Harwich Center, with a working plan toward state designation. The *Cultural Compact* is also committed to the success of the Harwich Cultural Center and the artisan shops at Saquatucket Harbor.

As part of the *Cultural Compact* agreement, Harwich was awarded a 2019 matching grant in the amount of \$5,000 from the Massachusetts Cultural Council (MCC) which was applied toward renovation needs at the Harwich Cultural Center.

The Harwich Cultural Council also took part in the ribbon-cutting ceremony at Saquatucket Harbor on May 4, 2019 with Chairperson Tina Games speaking on behalf of the Cultural Council.

Additionally, the Harwich Cultural Council conducted a community cultural needs assessment (as required by the MCC) which took place during the months of February and March.

Goals for 2020

- The HCC will continue to partner with the Town of Harwich and the Harwich Chamber of Commerce toward Cultural District designation for Harwichport and Harwich Center.
- The HCC will hold our annual grant reception at the Harwich Cultural Center to honor our 2020 grant recipients. Grantees will be asked to give an overview of their projects.

- The HCC is currently exploring new fundraising opportunities and is working on a collaborative project with the art department at Monomoy Regional High School.
- The HCC will continue its efforts to increase public awareness of cultural activities in our town through a variety of marketing approaches, including our Facebook page - and through collaborations with the Harwich Cultural Center and Channel 18.
- The HCC will hold our third annual grants information session in August 2020 at the Harwich Cultural Center.

Respectfully submitted by:

Tina M. Games, *Chair Harwich Cultural Council*

Report of the **Harwich Garden Club**

Founded in 1932 by a group of energetic ladies, The Garden Club of Harwich is dedicated to encourage interest in gardening and horticulture as well as to beautify Harwich via education, conservation and cooperation with civic authorities.

In our numerous activities throughout town, we have established and maintain:

- 18 parks and gardens
- 53 containers to showcase spring, summer, and fall flowers and plants
- Blooming Bouquet's monthly program that creates and sends floral bouquets (except in the summer) to various assisted-living facilities in Harwich
- Scholarships/Grants/Toolships to local school students
- Civic Beautification Awards to area businesses
- Project G-Litter
- Public Building Wreaths
- Town Pole Wreaths

We are also very proud that through our efforts, the town of Harwich has been officially designated as a Community Wildlife Habitat by the National Wildlife Federation, making it the first on the Cape and only the second in Massachusetts to earn that recognition.

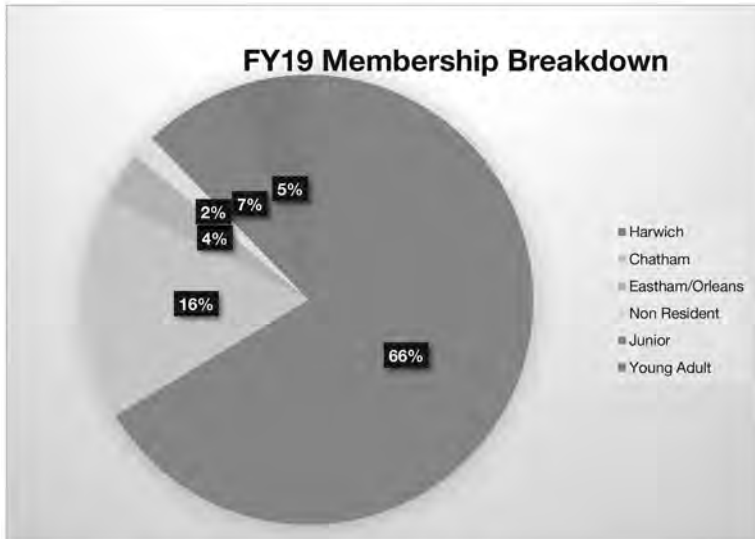
It is the pleasure of The Garden Club of Harwich to participate in these many and varied activities to help enrich the natural seaside beauty of Harwich.

If you wish to make a donation to The Garden Club of Harwich, our mailing address is: **P.O. Box 301, Harwich Port, MA 02646**. Our website address is: gardenclubofharwich.org.

Report of the Golf Department and Golf Committee

2019 Review, and a Vision for 2020 and Beyond

2019 continued our strong trend in membership recruitment and retention as per graph.



Harwich	763
Chatham	185
Eastham/Orleans	41
Non Resident	19
Junior	81
Young Adult	60

Total Membership – 1149

Despite the challenges associated with the Tornado revenue has also continued to be vigorous throughout late summer and the Fall Development of the “shoulder season” market has been very successful. We continue to match revenues and expenses on behalf of the Town in a fiscally responsible way.

Golf Expense and Revenue

	Salary & Wages	Golf Expense	Capital Outlay	Total	Revenue
FY16	\$ 771,390	\$ 603,915	\$ 43,832	\$ 1,419,137	\$ 1,841,660
FY17	\$ 768,211	\$ 578,067	\$ 69,547	\$ 1,415,825	\$ 1,774,823
FY18	\$ 799,833	\$ 621,380	\$ 66,276	\$ 1,487,489	\$ 1,856,220
FY19	\$ 865,827	\$ 595,825	\$ 66,199	\$ 1,527,851	\$ 1,895,898

Committee participation and involvement was strong throughout the year. This year's members are: Martha Duffy, Vice Chair, Tom Johnson, John Crook, Jack Connely, John Wheeler, and Steve Bilotta. These individual collectively bring a positive business foundation to the operations in assistance to our Director of Golf, Roman Greer and our Superintendent, Shawn Fernandez. Policies and direction given in conjunction with our management team continues to map out a vision for the future of Harwich Golf.

Major initiatives for the committee continue to be:

Completion of our capital project which will feature a 'Solar Component', and the introduction of "electric golf carts", as well as final landscaping

Cost containment, and adherence to budget parameters to complete this project as approved by Town Meeting. Town Administrator Chris Clark deserves much of the credit in this endeavor.

Continued removal of tree canopy which proved significant in mitigating Tornado damage.

Cart path renewal and improvements

Club house and restaurant upgrades, the funding of these improvements will result in a "turnkey" operation as we go forward

USGA involvement in association with Committee recommendations, planning, and implementation

Robust capital projects, as endorsed by Capital Outlay which will be funded fully through golf funding mechanisms. The immediate focus in 2021, as an example, will start with our upgrading of water resource management (Irrigation) capabilities. Once again, this approach will save money in a profound way, by staying ahead of replacement needs.

Summary of Golf Department Capital Requests

FY21

Tree Work – Front 9 – Completion of 6 year project	35k (GIF)
*funds spent on tornado recovery in FY20	
Cart Path (Following Mungeam plan) hole 10	41,500 (Bdgt)
*funds spent on tornado recovery in FY20	
Hole 10 -830LF x \$50=\$41,500	
Design/Feasibility of 3 hole practice & putting course	\$35k (GIF)

FY22

Irrigation Upgrade (replace heads & wire)	\$75k (GIF)
Cart Path – hole 1	\$14,500 (Bdgt)
Hole 1 – 275 LF x \$50=\$13,750	
Back Range Net	\$30,870 (Bdgt)

FY23

Irrigation Upgrade (replace heads & wire)	\$75k (GIF)
Maintenance Truck (F350)	\$80k (Bdgt)

FY24

Irrigation Upgrade (replace heads & wire)	\$75k (GIF)
Range Net Replace	\$34,800 (Bdgt)

FY25

Mungeam Tee Project (Phase 1 of 2)	\$149 (GIF)
Irrigation Upgrade (replace heads & wire)	\$75,000

FY26

Mungeam Tee Project (Phase 2 of 2)	\$149k (GIF)
Irrigation Upgrade (replace heads & wire)	\$75,000

Finally, development of Junior Golf strategies to attract the next generation of Harwich golfers is a work in progress. We are in the planning stages of developing a “Junior 3-Hole” practice course along with a stadium type “Putting Complex”. These endeavors continue to be in close association with our regional High School and Middle school physical education programs. The announcement of our **“First Tee”** affiliation as a regional center for Junior Golf is noteworthy. Nationally our involvement and support of the “Drive Chip & Putt” competition means that someone male or female can make it all the way to Augusta. MIAA, sponsoring of State Wide Junior competitions all contribute to our vision.

In conclusion, we also have the pleasure to announce that our Director of Golf, Roman Greer, was honored with being designated as “PGA” golf professional of the year in our local Chapter. He would be the first to say he could not have accomplished this without the able core staff of: Dick Fagan, Mike Serijan, and Shawn Fernandez (Superintendent of the Green).

Respectfully submitted,

Clement Smith, *Chair HGC*

Report of the **Health Director**

This 2019 annual report is respectfully submitted to the Board of Selectmen and the residents of Harwich as a summary of events, accomplishments and gratitude to staff for a remarkable year in public health. The Health Department is vital in maintaining a safe and sanitary community through the incorporation of Federal, State and Local laws and regulations. As the needs of the job shift frequently, we adjust accordingly and continue to provide excellent service.

The year 2019 marked amazing strides in Tobacco Control. In early May, The Board of Health amended the Smoke-free Workplace Regulation to prohibit smoking on all town owned land, including the beaches. Additionally, the Board forged ahead in September by adopting strict regulations on the sale of tobacco products. In an effort to reduce youth access to these products, the amended regulations limits the sale of flavored products to stores that restrict entry to those 21 years or older. The vaping epidemic brought national attention that ultimately resulted in a statewide temporary ban on the sale of all vaping products. In December, Governor Baker revised the State Tobacco Control Law, raising the minimum sales age to 21 statewide and banning the sale of all flavored vaping products.

Another important public health issue to note was the resurgence of Eastern Equine Encephalitis in Massachusetts. This virus is spread through the bite of an infected mosquito and has an extremely high fatality rate. We work together with the Cape Cod Mosquito Control Program to reduce human risk of contracting the virus by eliminating stagnant water and treating known habitats early in the growing season. Through vigilance and personal protection, Harwich was spared any human cases.

We are well prepared for the typical natural disasters seen on Cape Cod such as hurricanes, blizzards, flooding, however this year we were tested by a new type of disaster: a tornado. The Health Department staff swiftly took action to ensure the safety of the food supply at our retail establishments. Many inspections over several days were conducted while retailers operated using portable generators during the power outage. This unexpected and damaging event spurred a new level of education and emergency readiness that will prove useful for any disaster we may face in the future.

The following is a summary of statistics and programs overseen by the Health Director.

REVENUE

The following permits were reviewed and issued by the Health Department:

TYPE	CURRENT FEE	#ISSUED
Food service establishments	\$10-250	211
Motels/Cabins	\$75	8
Rubbish Haulers	\$100	11
Swimming Pools	\$100	29
Disposal Works Installers	\$100	65
Milk & Cream	\$10	15
Manufacture of Frozen Dessert	\$50	4
Stable	\$20/50	39
Funeral Directors	\$50	2
Mobile Food	\$100	8
Septage Carriers	\$100	25
Catering	\$100	5
Well Permits	\$55	17
Retail Sale of Tobacco	\$50	19
Recreational Camps	\$75	4
Sewage Construction Permits	various	196
Real Estate Transfer Inspections	\$110	376
Test Holes/perc tests	\$110/lot	376
Trench permits	\$30	122
Beach Operators	\$50	35

Total 2019 department revenue came to \$154,713.28 which includes \$3589.76.00 from insurance reimbursement for the 2018 employee flu clinic, \$4,025.00 in BOH hearing fees and \$1264.92 in copies. Overall, revenues increase by 12% over 2018.

PROJECTS AND PROGRAM DEVELOPMENT

Technical Assistance to the Board of Health

The Health Director prepared 29 cases for discussion and/or hearings presented at 12 Board of Health meetings and 2 work sessions:

- 22 variances were reviewed in accordance with Title 5.
- 4 hearings to review Environmental Impact Reports of large scale facilities
- 2 orders of conditions were modified/granted for remodeling/alterations
- A request to allow dogs in outdoor spaces of food service establishments was heard and unanimously denied.
- 2 food service licenses were amended to remove the paper restriction condition by reducing the number of seats in the establishment
- The Board revised the Tobacco Sale and Use Regulation which includes, among other changes, a restriction on the sale of flavored products.

- The Board revised the Smoking in Workplaces Regulation to include public beaches.
- The Board agreed to regulate glyphosate use on town owned land.

Community Development Programs

Project Review:

Health Department Staff reviewed and issued advisory opinions and/or permits for a total of 1294 projects in the following areas of Community Development:

- 196 Disposal Works Construction Permits for the installation of septic systems
- 376 Septic System Inspection Reports for Real Estate Transfer
- 86 Board of Appeals and Planning Board projects
- 497 Building permits
- 17 Well permits
- 122 Trench permits

Much of our staff time is taken by review of permits and projects outside of our own department. By working with the Planning Board, Zoning Board of Appeals and the Building Department, we are able to review plans and make recommendations and adjustments that allow for compliance with Sanitary and Environmental Regulations.

The health, building, conservation and planning departments meet weekly to discuss large scale projects that encompass more than one department. These meetings allow for clients to present their projects to all departments at once which enhances communication and the flow of ideas to ease the permitting process.

Community Sanitation Programs

Bathing Beach Program

The results of water quality sampling from the 2019 bathing season indicate exceptional water quality for beaches on Cape Cod. A significant amount of regional effort goes into this program through the cooperation of the Barnstable County Department of Health & Environment. The County provides staffing and obtains funding for all of the town's marine beach monitoring and provides freshwater monitoring at no charge.

In 2019, 246 water quality samples were taken at 38 individual Harwich beaches, including 24 public beaches and 14 semi-public beaches. The Town of Harwich had a sampling success of 99.7% for all public and semi-public beaches. Of the Town's 246 samples, only one failure was reported at the west end of Red River Beach.

Recreational Camps for Children

The Health Department is responsible for licensing and inspecting all Recreational Camps for Children within the Town. This task encompasses a vast set of regulations and requirements and is a time consuming process. In 2019, four Camps applied for permits; the Lighthouse Charter School, Pleasant Bay Community Boating, Nike Lacrosse Camp and UK Elite Soccer. A pre-operational inspection was made of the camps in the company of the Camp Director and on-site inspections were made at the start of camp.

We recommend that all parents and caregivers ensure that the Summer Camp that their children are attending is licensed by the Town the camp is based out of. Licensed Camps must meet health and safety guidelines including background checks of counselors and volunteers, camper to counselor ratios, medical and vaccination standards, as well as have contingency plans on hand for all emergency situations.

Food Program

In 2019, a total of 211 food permits were issued and 369 inspections of food establishments were made in the Town of Harwich. Harwich welcomed seven new businesses this year: Dockside Seafood, Murphy's General Store, Ridiculous Fun, Hissho Sushi, Corner of Yum, Be Happy, and Mobile Mixers.

Several public events took place this year which required Health Department involvement. The annual Toast of Harwich took place in May, the Cape Verdean Festival and the Cranberry Harvest Festival were all successful this year.

Semi-public Swimming Pool Program

All semi-public swimming pools are required to obtain a permit from the Health Department and comply with regulations provided by the State. In 2019, 18 facilities (a total of 29 permits) applied for a permit to operate a semi-public swimming pool in Harwich. Of the eighteen, 12 facilities were granted permits at the conclusion of their initial opening inspections; 5 permits were issued after passing re-inspections and the last permit was not issued to the Inn of Treasured Memories due to the pool requiring extensive repair. This past year, an increase in pre-opening violations was seen resulting in re-inspections. In 2019 a total of 44 inspections were made by staff.

Stables and Animal Health

Harwich Board of Health Regulations requires inspection and permitting for all stables (keeping of horses). Manure management, cleanliness of stall and paddock, vector control, animal health and safe water supply are all essential parts of a well managed stable. There are currently 39 sites in town, residential and commercial, that house over 150 horses. We are extremely grateful to Animal Control Officer Jack Burns for managing this program for the Health

Department and wish him well in his retirement. Officer Burns conducted the inspections, responded to any complaints and acted as liaison for us on all matters in the field. His knowledge and professionalism made him an asset to the Health Department, his replacement has big shoes to fill.

Community Health Programs

Nursing Programs

The Health Director administers and manages the service contract with the Visiting Nurses Association. This contract covers maternal-child care visits for first time mothers; communicable disease investigation and reporting requirements; and monthly childhood immunization clinics for uninsured residents.

The Visiting Nurse Association provided an educational series about nutrition to third graders at the Elementary School. Learning more about healthy eating habits and making better food choices at an early age is proven to impact lifelong health. This important program was well received and as funding allows, will continue.

We continue to develop our medical volunteer corps and wish to acknowledge the efforts of Town Nurse Sue Jusell for coordinating the staff at our employee flu clinic. Special thanks also go to Dierdre Arvidson (BCDH&E Public Health Nurse) for her assistance at the clinic. The clinic ran smoothly with the help of these two capable individuals.

Education & Employee Wellness Programs

The Health Director is a participant of the Wellness Committee, a group of people working for the Cape Cod Municipal Health Group to assist with program development for our members. Programs such as Couch to 5K and Maintain Don't Gain are popular among employees as well as walking challenges and monthly mental health challenges. By providing members with fitness and nutrition goals and education, we can develop a healthy workforce and reduce chronic disease.

Emergency Management

We continue to participate with the Cape & Islands Health Agents Coalition to achieve the goals set forth annually by the CDC and MDPH and participated in several readiness drills and tabletop communication exercises. In addition to our quarterly call-down drills, we set up the employee flu clinic as an emergency dispensing site drill. By practicing for an emergency, we will be better prepared if ever required to mobilize in the future.

Comprehensive Wastewater Management

The first phase of construction of the municipal sewer began as scheduled in East Harwich. With the inclusion of sewer in Town, many residents have questions regarding their existing septic systems and the process going forward.

In cooperation with the Sewer Commissioner, Dan Pelletier, several resident educational forums were held to assist residents with any questions they may have. Our office has spent endless hours uploading septic as-built cards and site plans for availability to the public via the website. Staff has conducted in-person consultations to discuss the next steps.

The Board of Health has expressed their commitment to assisting residents through the process of connecting to the municipal sewer. They voted to not collect a fee for connection permits and have streamlined a process requesting waivers for allowing systems that require upgrade to remain in place until the sewer is available. Additionally, they are working on a plan for extension requests that is fair and reasonable.

CLOSING REMARKS

Each day seems to bring a new challenge as innovative ideas emerge that require research and forward thinking. I am thankful to our highly professional, well-educated staff and we strive for consistency and fairness. Jennifer Clarke is an essential part of the Health Department team, the frontline and first point of contact; her skills as an office assistant are outstanding. Kathleen Tenaglia has completed a full year as the Sr. Health Agent and passed the Registered Sanitarian exam. Katie is a dependable, smart and level-headed sounding board, her skills are unmatched and we continue to learn from each other daily. Mark Polselli continues to fill the part-time Health Inspector position. Focusing on food service inspections and review of Title 5 inspection reports, Mark has a grounding effect on the team, blending his real-world experience with the regulations. Thank you all for everything that you do to make this department run smoothly.

We extend sincere thanks to Barnstable County Department of Health & Environment for their many support services that augment our capabilities. This year we utilized Public Health Nursing assistance; Laboratory Services, and 3 staff days per week summer interns for inspections and water sampling. These services allow us to maintain a high level of response to the needs of the community.

We hope to continue the long standing tradition of exceptional service that the residents have come to expect and foster relationships based on trust, transparency and consistency. Public health is one of the largest building blocks in the foundation of our society. Starting at the local level, we at the Health Department will strive to protect the health and wellbeing of this beautiful town.

Meggan Eldredge, *RS, CHO, Health Director*
Kathleen Tenaglia, *MPH, RS Health Agent*
Mark Polselli, *Health Inspector*
Jennifer Clarke, *Executive Assistant*

Report of the **Harwich Housing Authority**

TO: The Honorable Board of Selectmen and the Citizens of the Town of Harwich

The office of the Harwich Housing Authority shares space with the Chatham Housing Authority and is located at 240 Crowell Road in Chatham. The office is open five days a week, 8am to 4pm, except for Fridays when we close at 3:30. Our Board consists of five members, we currently have one vacancy and are waiting on direction from DHCD as how to fill it.

The mission of the Harwich Housing Authority is to provide affordable, decent, safe and sanitary housing through the maintenance of our existing units and the development of new units; to create an environment which enables residents to live responsibly and with dignity; to support residents in their effort to achieve self-sufficiency; to honor public commitments in a fiscally and ethically responsible manner; to create and maintain public confidence in the Authority's operations and staff; to ensure that the facilities owned and managed by the HHA are marketable to the community and are appealing to residents; to enable the HHA staff to improve their performance through appropriate vision, training, and career development; to establish performance goals that meet or exceed industry standards and that optimize the use of available resources to achieve our performance objectives; and to assist the Town, State and National governments in identifying and addressing housing needs.

Eligibility for housing subsidized through the Harwich Housing Authority is governed by rules and regulations promulgated by the Commonwealth of Massachusetts Department of Housing and Community Development (DHCD) and the United States Department of Housing and Urban Development (HUD).

The Harwich Housing Authority operates a total of forty (41) units of state subsidized housing under three (3) different government subsidy programs. State programs include the Massachusetts Rental Voucher Program (MRVP) which currently has Twenty (21) scattered site family and elderly vouchers, these voucher amounts are based on income and pay for any portion of rent that exceeds 30% to 40% of household income. The state has revamped the program opening it up to a wider income base for eligibility. Other programs include the Massachusetts 705 Family Housing Program which consists of twelve (12) family units, two (2) two-bedroom units and ten (10) three-bedroom units, one which is wheelchair assessable, the rent for these apartments is based on 27% of Household income after deductions. The third is the

Massachusetts 167 Program through the Department of Mental Health which has a total of eight (8) special needs units in a single building which is currently leased to VINFIN.

Through our Capital Planning Program, we have been able to replace windows in the Family housing over the past few years.

Projects being funded with Community Preservation Act funds approved by Harwich Town Meetings:

The Rental Assistance Program is still going strong. We are requesting \$200,000 in additional funds from the CPC to continue the program. The current funding will run out the end of next summer. Currently we are assisting 13 households. We have assisted over 90 households since the program started. Under this program we offer assistance to qualified families by paying a portion of their rent each month (not to exceed \$350 per month) for a maximum of three years. We recertify them once a year and adjust their voucher accordingly. This program is designed to help people as they work towards becoming self-sufficient.

We continue to contract with the Chatham Housing Authority for management of the HHA. John Stewart, Tracy Cannon and Kayta Koehler-Rice handle the daily activities of the HHA. David Chausse is our Maintenance Mechanic and works a part-time schedule with the HHA. We thank them for their service.

The Harwich Housing Authority wishes to express its gratitude and thanks to the Town and citizens of Harwich for a successful 2019 and looks forward to a productive 2020. We welcome and encourage your support and suggestions in our efforts to continue to provide quality housing for the residents of Harwich.

Respectfully submitted,

Board Members:

Sandra Woodbridge, *Chair & State Appointee*

Mark Kelleher - *Vice-Chair*

Kim Bourgea - *Treasurer*

Judith Underwood

Staff:

John Stewart, *Executive Director*

Tracy Cannon, *Admin Assistant*

David Chausse, *Maintenance Mechanic*

Kayta Koehler-Rice, *Waitlist Coordinator*

Report of the **Harwich Recreation Department – Youth, Park, Beach & Commission**

The Town of Harwich Recreation Department and Commission had a very successful and productive 2019. The Department offered a wide array of programming options for the people of Harwich throughout the year for adults, seniors, and children of all ages. The Commission and Department also worked to improve and maintain the condition of Recreation facilities including: fields, parks, beaches, and memorial squares. One of our major projects this past year was the completion of Phase 4 of the Brooks Park Expansion Project. We also completed the re-paving of Bank Street Beach Parking lot. We have also secured funding for the installation of a new restroom facility at Sand Pond Public Beach. We secured funding, as well, for 11 new lifeguard stands at all Town of Harwich public guarded beaches. We currently have funding for a new scoreboard and safety netting for Whitehouse Field. The Recreation Department and Commission have many other goals for the following year including the continued maintenance of all town beaches with a focus on further expansion of all of our Recreation Programming, the advancement of all our Recreation jurisdiction properties, and the maintenance of all our current properties throughout the town keeping in mind safety and compliance for all of our properties and structures.

The Recreation and Youth Department also added 8 new programs and events to their program list this year including; Fall Archery Clinic, K12 Game and Pizza Basketball Night, Spring Street Hockey, April Vacation Week Camp, February Vacation Week Camp, Pre-Summer Camp, Spring Extension After-School Programs, and Summer Bonus Week Program. We will continue to explore any and all programming that would benefit the people of Harwich; youth, adult and senior alike.

We continue to use the Cultural Center for our programming this year along with the Community Center. At the Cultural Center, the gym, cafeteria, and auditorium are used predominantly up to 5 days per week for a variety of programs including Adult Pickle Ball, youth indoor soccer, youth tennis, youth field hockey, after-school programs, basketball practices, HPD futsal, and much more. It has become a valuable asset to the Recreation Department and has allowed us to significantly increase our programming offered to youth, adults, and seniors.

This year we continued to have Recreation program pick up at the Elementary School. It was another very successful year in providing this ser-

vice of convenience to program participants and their parents/guardians. We provide door to door transportation from the Elementary School to the Community Center for all elementary school children registered for programs throughout the year. We also provide staff to walk children from the elementary school to the old Middle School for programs held there. With the alteration of school dismissal times a few years ago, we continue to incorporate a homework and movie club into our regular programs where kids enrolled in our programs get some time to have a snack, do their homework, and/or watch a movie before the regularly scheduled program begins each day. We have been able to collaborate very effectively with Harwich Elementary School in providing this service and making our programs as accessible and convenient as possible for the community, parents, and program registrants. We are currently doing school pickups all five weekdays for a variety of different programs. This service has significantly increased our program numbers in each season throughout the year. The following is a list of our youth program registration numbers by season for the past year.

Spring 2019-	438 youth program participants (41% increase from previous year)
Summer 2019-	1248 youth program participants (even with the previous year)
Fall 2019-	393 youth program participants (even with the previous year)
Winter 2019-	350 youth program participants (9% decrease from previous year)
Total 2019-	2429 youth program participants (7% increase from previous year)

We also had over 465 adults and seniors participate in adult Recreation Department programming throughout the year. These numbers also do not include 8517 attendees of our very popular free open gym and game room program held in the Community Center gymnasium. We continued to hold Sunday Open Gym Times from 10am-3pm at the Harwich Community Center Gymnasium. The following is a monthly count of open gym attendees throughout the past year:

Jan 2019-	521	July 2019-	490
Feb 2019-	899	Aug 2019-	389
March 2019-	1010	Sept 2019-	800
April 2019-	603	Oct 2019-	901
May 2019-	610	Nov 2019-	520
June 2019-	801	Dec 2019-	973

We aim to continue to provide a variety of new programming in the future and to continue to provide our previous programming at the high level we strive for at the Harwich Recreation Department.

We would like to extend our thanks and appreciation to all of the Recreation staff: Director, Eric Beebe; Executive Assistant, Lee Ames; Program Specialists, Susan Fraser, and Gerrit Murphy in recognition of their continued dedication, support, and hard work throughout the years.

Adult Programs Offered:

Adult Tennis	Co-Ed Volleyball
Over 55 Volleyball	Middle School Pickle Ball
Women's Indoor Field Hockey	Over 55 Basketball
Pickle Ball (10+ separate programs)	
Table Tennis	Middle School Table Tennis
Pickle Ball Instructional Clinic	Community Center Table Tennis

Other Programs Sponsored:

Community Center Easter Event	Harwich After-Prom Event
Community Center Halloween Event	Harwich Town Band

The following deposits were made into the Town's General Fund:

Summer Recreation Program		
Registration Fees	\$13,680	(10% increase from 2018)
Daily Beach Parking Passes	\$77,220	(3% decrease from 2018)
Beach Sticker Sales	\$306,968	(1% decrease from 2018)
General Fund Program Fees	\$15,100	(7% increase from 2018)
Food Vendor Bids for Town Beaches	\$19,398	(25% increase from 2018)
Beach Parking Violations	\$24,800	(50% increase from 2018)
Fishing Tournaments	\$1,700	(13% increase from 2018)

Total Deposit to General Fund \$458,866 (3% increase from 2018)

The Recreation and Youth Department is responsible for the Town beaches, parks, ball fields, and memorial squares. We thank the Harwich Mariners for all they have done to facilitate Whitehouse Field, one of our Town's finest assets as well as the Cape Cod Senior Softball League for the work and resources they have contributed to Potter and Senior Memorial Fields.

During the summer season, the Recreation Department offered lessons in swimming, tennis, and offered a summer camp five days a week. In the summer of 2019 we continued to offer the option of full day summer camp in addition to the option of the half day program. This was very successful and was full each of the 4 two week sessions throughout the summer. We also offered a new bonus camp week program at the end of August for local residents that was also very successful and well attended.

All of our Summer Staff is American Red Cross certified in CPR and first aid for the Professional Rescuer. Lifeguards must also have Lifeguard Training

certificates as well. Our Water Safety Instructors need both Lifeguard Training and Water Safety Instructor certifications. Our staff consists of 65 seasonal employees; Beach Supervisor, Assistant Beach Supervisor, Waterfront Director, Playground Director, Playground Instructors, Water Safety Instructors, Lifeguards, Gate Attendants, Tennis Instructors, Summerball Instructors, and Parking Enforcement Officers. We also have between 15-20 volunteers each summer on our staff. We would like to thank our summer staff for their hard work and dedication to a safe and successful season again this year.

Also many thanks go to the Community Center Staff who work so hard everyday to make the building such a success; Community Center Director, Carolyn Carey, Channel 18 Director, Jamie Goodwin, Council on Aging Director Emily Mitchell, and all of their staff members for their continuous support and cooperation with all of our programs. We would also like to thank the Community Center custodians who keep the building a safe and clean place for the Recreation Department to function within.

We would like to thank the following people for all of their continued support; the Town Administrator, Christopher Clark, Interim Town Administrator, Joe Powers and their Administrative Assistants. We would also like to thank all of our volunteers and our many coaches. We would like to thank, as well, everyone in the Division of Highways and Maintenance team for caring for our parks, ball fields, beaches, memorial squares, and vehicles; the Harwich Board of Selectmen; the Harwich Police Department; the Harwich Fire Department; the Town Accountant; the Town Engineer; the Harbormaster and his staff; the Town Planner's Office; the Health Department; the Conservation Department; the School Department, and all the other departments and Town Boards and Committees which we depend upon daily for assistance.

We would also like to acknowledge and thank the Community Preservation Committee for all of their help and support, without them our projects would not be the success that they are. Acknowledgments also go out to the Town Band, Friends of the Harwich Youth, The Jordan Fisher Scholarship Fund, Friends of the Harwich Community Center, Friends of the Council on Aging, the Harwich Garden Club, the Harwich Evening Women's Club, the Harwich Chamber of Commerce, the Senior Softball League, and the Town Youth Counselor, Sheila House, for all their hard work and continued dedication to the youth in Harwich.

We are thankful to all of our part-time employees that aid us significantly with our daily youth programming and seasonal programming.

Finally, a sincere and grateful acknowledgement is extended to the citizens of Harwich who continue to support the many programs provided annually.

Without your commitment to our activities and services provided, we could not be able to continue to provide the number, variety, and high level of recreational programs and services to the youth and adults of this community.

Respectfully Submitted by:

The Harwich Recreation and Youth Commission

John Mahan
Francis Crowley
Michael Hurley
Vahan Khachadoorian
David Nixon
Lee Culver
Janet Bowers

Report of the **Harwich Town Band**

The Harwich Town Band is one of the oldest and proudest volunteer concert bands on Cape Cod. Founded in 1975, the Band has brought enjoyment to thousands of Cape residents and summer visitors through free weekly concerts at Brooks Park on Tuesdays at 7pm during the months of July and August.

In addition, through relationships with some of the public schools we provide advanced playing opportunities for some students, concert opportunities for the school recorder program, and mentorship of music majors pursuing careers in music. With new research showing the positive effects of playing music on brain development, as well as positive benefits of increased socialization, and emotional health, it is beneficial for the town to offer this opportunity to its residents

Conducted by Peter H. Cobb, the Band performs a varied program of musical selections including marches, Broadway show tunes, popular songs, jazz, swing, big band, patriotic and light band classics. A favorite part of each performance is the march-around (for children of all ages), with plenty of colorful hats available for marchers!

The 40-plus piece Band draws from all ages and many Cape towns. Conductor Peter Cobb is a former assistant conductor of the Harvard University Band and the former Director of secondary school bands in Newton. The Band is sponsored by the Harwich Recreation and Youth Commission.

The Band rehearses on Tuesday evenings at the Harwich Community Center from 6:00 pm – 9 pm. During the months of March, April and May the Band rehearses for their Summer Concerts. During October, November and December rehearsals are focused on their Holiday programs.

- **Memorial Day Ceremony at Brooks Park: Monday May 27**
- **Cape Cod Tech Graduation. Saturday June 8**
- **Brooks Park Summer Concerts. Every Tuesday evening in July and August**
- **Harwich Port Holiday Stroll. December 6 at the TD Bank**
- **Holiday Concert at Harwich Community Center. Tuesday December 10**

The Band would like to express its appreciation to:

- Harwich Recreation and Youth Commission for their financial support
- Harwich Community Center for making the rehearsal rooms available
- DPW personnel for setting up the chairs at the Brooks Park band stand
- Tim and Jane Fullerton who record our summer concerts for Channel 18
- Jack Wyatt who recorded our Holiday Concert.

In Memoriam: This year we lost Sharon Gotch Cobb, our beloved Bass Drum Player. She will be dearly missed.

Submitted by:

Peter Cobb

Maestro of the Harwich Town Band

Report of the **Harwich Youth Counselor and Harwich Youth Services Committee**

The Harwich Youth Services Committee met 8 times during the past 12 months. New members are Meredith Henderson, Holly Tavano, Jeff Craig and alternate Becky Craig. Annalise Langelier is our junior member. We support the practice and work of the Town Youth and Family Counselor, who has a full clinical practice and participates on the following boards, groups and commissions:

1. Barnstable County Regional Substance Abuse Commission (town appointee)
2. Substance Abuse Prevention Council (Prevention Working Group)
3. Massachusetts Opioid Prevention Council (Cape & Islands)
4. Monomoy Regional School District Crisis Response Team (tier 1)
5. Cape & Islands Suicide Prevention Coalition
6. Harwich Children's Fund/The Friends of Harwich Youth
7. Behavioral Health Innovators, Inc. (currently running an after-school peer recovery program RecoveryBuild for teens, located in Hyannis)

Harwich Youth Services is a collaborative committee working with schools and the community to inform the public about resources, educational events and supports for Harwich youth and families. During the period of December 2018-November 2019, Harwich Youth Services focused on the following initiatives and events:

- Continuing support for the ***Girl Power Intergenerational Mentoring Program*** which pairs 3rd grade girls with senior female mentors. This program offers 2-3 sessions during the school year and participants explore the following topics: nutrition, personal safety, self-esteem, healthy relationships and wellness. The program has a physical component featuring instruction in aerobics, yoga, creative movement and self-defense. ***Girl Power*** has been running for almost 10 years and many long lasting connections have been made between the girls and their mentors.
- Sheila House obtained funding for the Monomoy School District to administer the Massachusetts Youth Risk Behavior Survey in June. The

data gathered from this anonymous survey informs the schools and the community on trends with regards to risky behavior, as well as offering a comparison in surveys done every 2 years for the past 8 years. Data can be found on the Monomoy schools website. The data also informs Harwich Youth Services and the schools about response to trends in risky behavior.

- Promotion and referrals for the Harwich Children's Fund/Friends of Harwich Youth, a non-profit community collaborative made up of school and community partners, who provide periodic assistance for youth. Any Monomoy School District youth in need from towns other than Chatham can apply for assistance from HCF, through a parent or guardian, with contacts at all schools in the Monomoy district. Areas of help available include: clothing, food, medical/dental, vision/hearing, enrichment, school supplies, and holiday needs. Each situation is assessed and needs are determined. If a referral is needed with regards to the request, HCF/FHY will give the family contact information for support and services. The HCF is currently in the process of the Outerwear Drive and Holiday Gift Drive. Twice as many families applied for the program during its second year.
- Hosted the Monday Night Summer Concert Series sponsored by TD Bank during the month of July. This continues to be a well-attended popular event with similar concerts in 5 other Cape towns (co-host Arts Foundation of Cape Cod who obtained funding).
- Helped promote the 2nd annual Yogis Unite for Recovery in June 2019, held at the Monomoy Regional High School. This event raises money to fund important programs at Behavioral Health Innovators, Inc., including an after-school teen program for youth struggling with substance abuse, and development of a prevention toolkit featuring Peer Heroes in Recovery. <https://www.bhinnov.org/toolkit/index.html>
- In collaboration with Chatham Recreation (Sharon Stark), we hosted 3 Monomoy Middle School Socials during the months of March, May and October 2019. These events attracted 100+ youth grades 5-7 to both community centers in Harwich and Chatham, to enjoy safe, fun activities. The next social is scheduled for January 10, 2020 at Harwich Community Center.
- Promoted a campaign rolled out by the Barnstable County Regional Substance Abuse Council **ESCAPE THE VAPE**, educating parents, youth and community members about the latest science on vaping, as well as risk factors. For information about the vaping toolkit developed by the county go to <https://www.mychoicematters.net/vaping-toolkit/>

Kim Slade from the county presented at a Parent University on October, where parents learned about risks of vaping and the developing brain.

Projects in the works for the coming year are continued support of Middle School Socials in both towns (Harwich and Chatham), and sponsoring speaker events for parents and community members about topics directly related to teen wellness and parenting.

Harwich Youth Services Committee and The Youth Counselor would like to thank the following organizations and individuals for their generous and continued support of our collaborative mission to be the diverse village that raises our wonderful children: Eric Beebe and Harwich Recreation & Youth, Sharon Stark and Chatham Recreation & Youth, Carolyn Carey (and Kerrie & Sam!) from the Harwich Community Center, Harwich Clergy Association, Kim Slade and the crew from Barnstable County Regional Substance Abuse Council, Stephanie Briody and Behavioral Health Innovators, Sue Landers, Tammy Harper from Cape Cod Theatre Company, Sue Bourque from Mass DOH, Ayanna Parrent from B Free Wellness & Coaching, Ali Crockett & Naga Martial Arts, Angie Chilaka and Harwich Children's Fund, the Monomoy School District Guidance and Nursing Staff, Bill Burkhead and Janie Girolamo from Monomoy High School, Mark Wilson and Adam O'Shea from Monomoy Middle School, Mary Oldach and Sharon Hughes from Harwich Elementary School, Robin Millen from Chatham Elementary School, Superintendent Scott Carpenter, the late Lee Culver whose unwavering support of Harwich kids was inspirational, and the amazing parents and families of Harwich youth.

Respectfully submitted,

Meredith Henderson, *Secretary*

Paula McGuire, *Chair*

Joy Jordan, *Vice-Chair*

Holly Tavano

Jeff & Becky Craig

Annalise Langelier, *Youth Volunteer*

Sheila House, *Department Head Liaison*

PUBLIC SAFETY

Report of the Fire Department

2019 was a unique year for the Harwich Fire Department and the Town as a whole. A tanker rollover and tornado, just one week apart, offered challenges that required a community to resolve. Additionally the department saw several long term employees depart but was fortunate to replace them with highly qualified candidates.

The year ended with a slight downturn in total responses for the fire department, which seems unusual based on the volume of incidents that occurred during the tornado. The 166 incident decrease represents a 3.3% decrease, but 2018 was a 20% increase over 2017.

The breakdown of incidents is shown below. Approximately 72% of the incidents are Emergency Medical in nature, and the number of transports remained consistent from 2018.

Also below you will see a breakdown of Mutual Aid responses. While the department can normally handle the call volume, there are times when there are more calls than resources, or incidents require more resources than we can provide. Fortunately, Barnstable County has developed and maintained a very workable Mutual Aid System. Through this system, towns are able to meet all of the needs of their respective communities by using the resources of neighboring communities when their own are stretched thin.

Incident Type Breakdown	
Incident Type Category	Total
False Alarm & False Call	454
Fire	70
Good Intent Call	187
Hazardous Condition (No Fire)	359
Overpressure Rupture, Explosion, Overheat (no fire)	7
Rescue & Emergency Medical Service Incident	3504
Service Call	247
Severe Weather & Natural Disaster	10
Special Incident Type	25
Total Incidents	4863

EMS Transport Type		
Incident Type	ALS Transport	BLS Transport
EMS call, excluding vehicle accident with injury	2126	398
Motor vehicle accident with injuries	38	37
Motor vehicle/pedestrian accident (MV Ped)		2
Sub Total	2164	437
Total EMS Transports		2,601

ALS – Advanced Life Support BLS – Basic Life Support

Mutual Aid – Received		
	Automatic Aid – Received	Mutual Aid – Received
Barnstable		1
Brewster	18	17
Chatham	4	16
Dennis	19	21
Eastham		1
Hyannis		1
Orleans		5
Sandwich		1
Wellfleet		1
Yarmouth		3
Sub Total	41	67
Total Mutual Aid Received		108
Mutual Aid – Given		
Town	Automatic Aid – Given	Mutual Aid – Given
Bourne		1
Brewster	28	72
Chatham	2	31
Dennis	14	19
Eastham		2
Hyannis		2
Orleans		9
Provincetown		1
Wellfleet		6
Yarmouth		5
Sub Total	44	148
Total Mutual Aid Given		192

Automatic Aid – Certain responses require Towns to send apparatus on the report of an incident. For example, a reported building fire in Harwich receives an Engine from either Dennis or Chatham and a Ladder from Brewster.

Mutual Aid – these responses are generated by a request from another town for additional resources. For example, when all the Harwich ambulances are tied up and another ambulance call is received, the next closest ambulance is requested by Mutual aid.

Ambulance Receipts	
Type	Fee
Ambulance Billing Receipts	\$1,660,136.68
CPE Program Receipts	\$123,000.00
Totals	\$1,783,136.68

CPE Program - The Ambulance CPE Program is an ongoing cost-based reimbursement program, designed to help public ambulance/EMS providers recover additional federal revenue up to the actual incurred cost of providing services to MassHealth beneficiaries.

Personnel

Administration								
Chief of Department	Norman Clarke Jr		Administrative Assistant	Susan Pires				
Deputy Chief	David LeBlanc		Office Assistant	Roy Eldredge				
EMS Officer	Paul Finn							
Fire Inspector	Bruce Young							
Shift Personnel								
Group 1		Group 2		Group 3		Group 4		
Captain	Donald Parker	Leighanne Smith	P	Joseph Mayo	Craig Thornton	P		
Lieutenant	Justyne Walorz	P	Scott Tyldesley	P	Ryan Edwards	Justin White	P	
OIC	Brad Willis	P	Joseph Rego	Eric Diamond	P	Eric Elliott	P	
Firefighter	Glenn Hawthorne	P	Josh Ford	P	Shawn Piche	P	Brad L'eToile	
Firefighter	Matthew Eldredge	Timothy Drukenbrod	P	James Clarke	Adam Laplante	P		
Firefighter	Kevin Duquette	James Sandino	P	Ryan Avery	P	Dan SanGiovanni		
Firefighter	William Schneeweiss	P	Brandon Ferro	P	Christina Regan	P	Robert Williams	P
Firefighter	Christi Brown	P	Tracy Stewart	P	Andrew Ottino	Bryant Warner		
OIC - Designated Officer In Charge					P – Paramedic			

The Department had some personnel changes in 2019. Firefighters Joseph Battista, Jay Boyne and Tom Gould all left the Department. Bryant Warner, Robert Williams and Brandon Ferro were hired as replacements. Additionally EMS Officer Robert Sanders and Fire Inspector Brian Coughlan retired. With these retirements a promotional process was held and Firefighter Bruce Young was promoted to the position of Fire Inspector and Paul Finn was promoted to the position of EMS Officer. Tracy Stewart and Christi Brown were hired to fill the vacancies.

2018 and 2019 were difficult years for the department in terms of injuries and vacancies. Fortunately in the last half of 2019 that has stabilized.

The department has seen a lot of change since 2014, with 14 firefighters being hired to fill vacancies since then. While these firefighters are highly trained and very capable, the loss of so much experience has the potential to cause problems. Fortunately the department is able to continue to train all of our personnel both on and off duty, to ensure they are ready for whatever challenges they may face.

Operations

The primary mission of the fire department is service to the community. From a beeping smoke alarm to a Medical Emergency to a structure fire, this department exists to help the residents and visitors of the town of Harwich every single day. The Department continually evaluates our operation with an eye toward providing this level of service for the town, while being responsible to the cost associated with it.

The department has been successful in has been obtaining grants for equipment purchases and training. In FY19 the department received a grant to upgrade and standard all our nozzles and valves. In FY20 we were fortunate to receive another grant to upgrade and standardize all of our automobile extrication equipment. This grant was for \$93,000 and replaced a set of extrication tools (jaws of life), as well as our lifting air bags and stabilization struts. The grant also provides funding for two days of training for the firefighters on this new equipment.

The tanker rollover and tornado in July presented significant challenges for this department. With over 4000 gallons of gasoline spilling on Sisson Road, and the potential for 8000 more to spill, the quick response by our firefighters and the support of our mutual aid partners and other town departments was critical for a successful outcome.

Less than a week later, a disaster of a different kind hit Harwich. With a tornado touching down in Harwich Center and staying on the ground to East Harwich, the department was inundated with calls. What further complicated this was that many roads were blocked by trees and wires, limited access to many areas.

When it was all said and done, the department responded to over 180 incidents in the first 12 hours. Fortunately there were no deaths or serious injuries and minimal damage to buildings. The response by the DPW, Eversource Harwich Police and various State Agencies was crucial in getting the town back to normal.

Fire Prevention

The biggest part of fire prevention is the inspections performed by the department to ensure the safety of our citizens and visitors. The Fire Inspector conducts inspections on every dwelling that is scheduled to be sold, plus a variety of inspections on commercial establishments to ensure they meet the requirements of the life safety code.

Additionally the department, through two grants from the State, offers public education for two of our highest risk demographics, children and the elderly. Through partnerships with the Council on Aging and the schools, the department maintains close contact with these groups and provides education and other resources.

The SAFE programs are managed by Captain Leighanne Smith and the department has 4 personnel trained to assist in providing these programs.

The department was able to secure a grant from Factory Mutual. With this grant the department purchased software for developing pre-plans for target hazard buildings throughout the town. These pre-plans are invaluable for fire-fighters responding to buildings with various hazards, providing information at their fingertips about the building and its systems.

Fire Prevention		
Type	Number	Fee
Inspections: Resale, Final, Quarterly, Annual	789	\$54,720.00
Permits	127	\$6,695.00
Record requests: Copies	39	\$195.00
Fines	0	\$0.00
Open Burning Permits	285	\$2,850.00
Totals		\$64,460.00

Fleet and Buildings

In FY19 the Department put forth a significant change in the capital plan. By eliminating an Engine due for replacement in FY20 and recommending the purchase of a quint in FY21 to replace that engine and the ladder scheduled for replacement in FY24. This proposal reduced the fire department fleet by one vehicle and reduced proposed capital expenditures by close to 1 million dollars.

The Station Two construction project continued through the year and on November 30th a ribbon cutting was held. This milestone occasion was well attended and an opportunity for us to thank you for supporting the fire department with this new station.

Cleaner, healthier and safer living conditions are the biggest benefits of this building. Designed for the next 50 years, the building offers additional space

for expansion. A highlight of the ribbon cutting was having members of the Crowell family present, and to have Eph Crowell explain how the parcel where station 2 sits came to be and how his parents, Fred and Helen, donated it to the town for a fire station.

Once again the Department of Public Works was outstanding in the support of the fire department. Without the skill and dedication of the Head of Buildings and Maintenance, Sean Libby and the Head of Vehicle Maintenance, Kyle Edson, the department would not be able to provide the services it does.

The Department took advantage of the Barnstable County Sheriff's Office work program and had the apparatus floor at headquarters repainted. This project took about three days and was completed for the cost of paint, materials and lunch. This represents a significant savings over what the project would have cost had a contractor been hired to complete the work.

The fleet is in good shape, even though the replacement of the engine from FY20 was delayed, there was no significant impact to department operations. In FY21 the department is scheduled to replace an ambulance, part of the scheduled ambulance replacement program and the ladder. The ladder replacement will result in some operational changes for the department, especially with the reduction of the fleet by one engine, but this has been planned for and will not have a significant impact on service.

The Department added a memorial to the front of the Station to honor the victims of the September 11 attacks. Through the hard work and tenacity of Inspector Bruce Young, the department was able to get a piece of steel from the World Trade Center. The Fire Association then purchased a granite monument to display the steel, and the memorial was dedicated this year on September 11th. We will never forget the loss on that day, and with this memorial the town now has a place to come honor those lost on that day.

As we go into the next decade, the department is in good shape for both buildings and apparatus.

Conclusion

As I write this, my last annual report, I know that I have completed the goals I set out to do as Chief. On July 18, 2020 I will leave the Harwich Fire Department after 43 years of service.

I leave the citizens in the capable hands of the firefighters and officers that work for them every day. The humble and dedicated individuals come to work each day with one purpose, to do whatever it is that needs to be done to fix the problem at hand. I have been blessed to work with these men and women. They definitely have made my job easy.

The fleet and buildings are in great shape and as Chief I recognize that this wouldn't be the case without the support of the Citizens, Selectmen and Administration of the town. It certainly makes it easier to retire knowing the department is in good shape going into the future.

The Harwich Fire Department of 2019 is much different than the Harwich Fire Department of 1977. I have been fortunate to make it through my career without significant injury and illness, and retire knowing that I was able to make a difference, and that matters.

Respectfully submitted,

Norman Clarke Jr,
Chief of Department

Report of the Harbormaster Department

MISSION

Maintaining a multi-mission readiness and response posture, the Harbormaster Department provided assistance to mariners and vessels in distress, enforced MA General Laws and Harwich bylaws pertaining to vessel operations and waterways, maintained all Town owned aids to navigation, operated all Town owned marine pump-out facilities, effectively managed the Saquatucket Municipal Marina, and administered the slip, mooring, and off-loading permitting process in an accurate and timely manner.

PERSONNEL

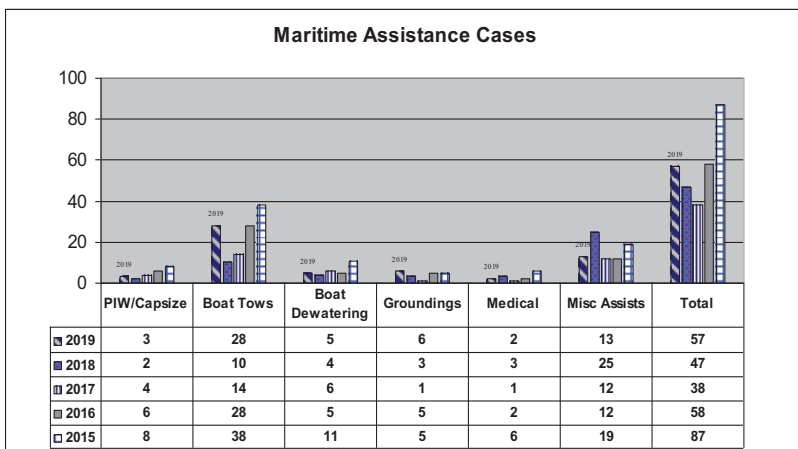
Full-Time Staff:

John Rendon	Harbormaster
Bill Neiser	Deputy Harbormaster
Heinz Proft	Natural Resources Director/Assistant Harbormaster
Michelle Morris	Waterways Specialist
Tom Telesmanick	Dockhand/Maintenance

Seasonal Staff:

Samantha Parker	Alan Fish	Barry Springer
Rich Matthews	Velna Zuzick	Tim Bailey
Richard Toland	Mark Parney	* Monomoy HS Intern

OPERATIONS



The above graph illustrates the number and type of maritime assistance cases that were accurately recorded in Incident Reports and patrol boat daily logs. While not recorded as incidents, the Harbormaster Department responded by boat and land to numerous reports of dead seals washed up on Nantucket Sound beaches; DPW provided great assistance with their removal and disposal.

Law Enforcement – The primary objective of all law enforcement actions by the Harwich Harbormaster Department is to promote public safety and compel voluntary compliance with federal, state and local boating and waterway regulations. The following enforcement actions were recorded:

- Harbor Management Plan - 1 non-criminal violation issued for non-compliance.
- Parking Violations – Issued 62 violations.

Working with Harwich Fire and Police, Harbormaster Department patrol boat operators effectively enforced safety zones during three separate fireworks events.

Aids to Navigation – Patrol Boat operators deployed seasonal private aids to navigation within Harwich waterways prior to the start of the boating season; this includes channel markers, swim area buoys and no-wake buoys. Position of aids are verified and adjusted as needed throughout the season, and all buoys are hauled for maintenance at season end.

Clean Vessel Act: Throughout the boating season, patrol boat operators remained very responsive to requests from boat owners for sewage pump-out services. Operating within the guidelines of the state Clean Vessel Act (CVA) program, the department operated 4 portable pump-out carts and 2 pump-out boats, one located in Round Cove and one in Saquatucket Harbor. The department recovered approximately 6,133 gallons. This does not include the hundreds of gallons of sewage collected at the self-service shore side pump-out station at the east bulkhead of Saquatucket Harbor.

TRAINING

The following training courses/sessions were completed by Harbormaster Department personnel:

- Deputy Harbormaster graduated from the Basic Reserve Intermittent Police Academy.
- Staff completed the following training course instructed by HFD Medical Director: Stop the Bleed, American Heart Assoc. First Aid, CPR & AED.
- Deputy Harbormaster participated in Regional Fire Department Dive Team training.

- Harbormaster and Deputy Harbormaster attended leadership seminar conducted by U.S. Coast Guard Vice Admiral (retired).
- Deputy Harbormaster attended a two-day Laws Pertaining to Harbormasters training course.

ADMINISTRATION

2019 Harbor Receipts: The table below provides a comprehensive list of Harbor and Waterway related revenues collected within the Harbormaster Department throughout fiscal year 2019.

Source	FY19	FY18	FY17	FY16
Seasonal Dockage	\$741,855	\$729,817	\$621,596	\$624,434
Visitor Dockage	\$158,178	\$110,971	\$133,813	\$120,324
Ramp Fees	\$32,140	\$29,285	\$21,095	\$24,140
Offload Permit Fees	\$35,013	\$28,106	\$35,746	\$29,434
Slip Waiting List	\$10,660	\$10,080	\$9,080	\$10,600
Fuel Commission	\$8,613	\$5,619	\$10,313	\$8,669
MSA Fee	\$600	\$600	\$600	\$600
Electric Use	\$37,807	\$27,416	\$25,262	\$24,770
Ice Receipts	\$360	\$1,350	\$1,071	\$1,909
Water/Land User Fees (1626)	\$97,318	\$84,830	\$78,145	\$76,722
Mooring Fees (1621)	\$98,037	\$96,314	\$88,185	\$86,916
Allen Parking Rental	\$10,900	\$10,900	\$10,900	\$15,847
1/2 Boat Excise Tax	\$26,828	\$25,872	\$25,016	\$25,148
Miscellaneous Fees	\$1,849	\$1,227	\$465	\$1,284
	\$1,260,158	\$1,162,387	\$1,061,287	\$1,050,797

Harbor Management Plan: The following changes to the Harbor Management Plan were implemented during 2019:

- Section 2.0 and Appendix B – Changed definition of Length Overall (LOA) to better clarify how LOA is used to determine the length capacity of a slip and mooring classification. Also added definition for Manufactured Length that is used for the size of permitted boats within the restricted mooring fields.
- Section 7.17 – Changed the plan to allow for the sale of alcoholic beverages by the Dockside Seafood Shack in accordance with lease provision and alcohol license at Saquatucket Municipal Marina.

GRANTS / PROJECTS

Saquatucket Harbor Renovations – The Saquatucket Municipal Marina Reconstruction project was completed in June 2018 and the Marina Landside Renovation project was substantially completed in November 2018. Both projects received grant support from the MA Seaport Economic Council, and as

such Lieutenant Governor Polito, members of the Council and local officials attended a Completion Ceremony in August 2019. It was the first season for the opening of the leased Dockside Seafood Shack, Seaside Marketplace Artisan Sheds and the new Ferry and Passenger Boat Ticket Sheds.

Round Cove Boat Ramp – GEI Consulting has been contracted to engineer the replacement of the Round Cove boat ramp; design and permitting are on going, tentative plan is to construct in Spring 2020.

Allen Harbor Jetty Rehabilitation – GEI Consulting has been contracted to perform a site investigation, required permitting, and concept and final designs to repair the Allen Harbor west jetty. Tentative construction period would be Fall 2022 if funding is approved.

Winter Boat Storage – The Town entered into a 3 year license agreement (thru May 2022) with Harwich Port Boat Yard and Allen Harbor Marine for winter boat storage at Saquatucket Harbor.

DREDGING / BEACH NOURISHMENT

Allen Harbor Channel (June 2019) – Barnstable County Dredge removed approximately 7650 cubic yards of material from the Allen Harbor entrance channel. Material was pumped to Grey Neck, Wah Wah Taysee, and Earle Road public beaches for sand nourishment. 50% of project cost was funded through a MassWorks Dredging grant.

Wychmere Channel (June 2019) – Leased Plymouth County long-reach excavator to dredge approximately 2000 cubic yards of material from the shoaled area along the Wychmere Channel east jetty. Licensed operator from Harwich DPW operated the excavator. Material was put on Wychmere Pines beach for sand nourishment.

CLOSING

The renovation and revitalization of Saquatucket Municipal Marina has been a major investment and I sincerely thank the Harwich taxpayers for your support! A special thanks to DPW crews for the tremendous amount of work they provided in the landscape and site work of the marina landside project. As always, the support and direction provided by the Waterways Committee is appreciated and critical to the success of the department. I continue to be so impressed and appreciative of the quality service that the Harbormaster Department staff provides to the expanding boating and non-boating public who use our waterways, marina, and public ramps and landings.

Respectfully Submitted,

John C. Rendon, *Harbormaster*

Report of the **Harwich Police Department**

To the Honorable Board of Selectmen and the citizens of the Town of Harwich, as Chief of Police, I am pleased to submit the Annual Report of the Harwich Police Department for the year 2019.

MISSION STATEMENT OF THE HARWICH POLICE DEPARTMENT

The members of the Harwich Police Department believe in making a positive difference in our community by providing legitimate and equitable law enforcement with a strong focus on active community engagement and community service. Our primary concern is the health, well-being and safety of all those we serve.

**In order to honor our core values and
preserve public trust we will always:**

Do the right thing

Be truthful in all matters

Practice empathy with those we encounter

Strive for excellence through knowledge and training

DEPARTMENT ROSTER

(As of December 31, 2019)

ADMINISTRATION / COMMAND STAFF

Chief David J. Guillemette

Deputy Chief Kevin M. Considine

Lieutenant John F. Sullivan, Jr.

Lieutenant Adam E. Hutton

Katie A. Varley, Assistant to the Chief

SERGEANTS

Sergeant Richard Campbell

Detective Sergeant Robert C. Brackett

Sergeant Aram V. Goshgarian

Sergeant Paul P. Boorack

Sergeant Amy R. Walinski

FULL TIME OFFICERS

Officer Jonathan L. Mitchell

Officer Robert D. Hadfield

Officer Michael E. Porter

Detective T. Paul Ulrich
Officer Neil A. Nolan
Officer Thomas D. Clarke
Detective Marc W. Harris
Officer Richard E. Buttrick
Officer Derek J. Dutra
Officer Mark T. Holmes
Officer Keith T. Kannally
Officer Peter P. Petell
Officer James R. Connery
Officer Keith E. Lincoln
Officer Brendan R. Brickley
Officer Tyler J. Vermette
Officer Thomas G. Griffiths
Officer Tegan M. Debaggis
Officer John J. Larivee
Officer Ronald D. Ruggiero
Officer Ryan J. Fazzino
Officer Daniel Donovan
Officer Charles Brooks
Officer Christopher Arrigo
Student Officer Kyle Robbins

SPECIAL OFFICER - ANIMAL CONTROL

POLICE COMMUNICATIONS

Diane E. Nicholson
Iris G. McNally
Gabriella R. Parker
Theodore J. Monteiro
Jade Ross

POLICE RECORDS SPECIALIST

Julie L. Judge

SPECIAL OFFICERS

John F. Sullivan, Sr.	Robert E. Currie
Karen F. Young	David J. Jacek
John E. Warren	Robert F. Horgan
Joseph Stone	Thomas Gagnon

POLICE CHAPLAINS

Bishop Jim F. David	Reverend Tiffany Nicely Holleck
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PERSONNEL

The Harwich Police Department has an authorized strength of 35 full time police officers, 5 Dispatchers, 8 Special Police Officers, 1 Records Specialist, 1 Executive Administrative Assistant and 1 Animal Control Officer. In 2019 there were vacancies created at the ranks of Deputy Chief, Lieutenant and Sergeant. All vacancies resulted from the retirement of Deputy Chief Tom Gagnon in April of 2019 after 33 years of dedicated service to the community.

Deputy Chief Gagnon started his career with the Harwich Police in February of 1986. Tom was promoted to Detective in July of 1995, Sergeant in June of 1997 and Lieutenant in 2002. In April of 2015 following a restructure of the command staff, Tom was appointed Deputy Chief and served as second in command of the department until his retirement in April of 2019. Tom's commitment to the department and his community was obvious to anyone who worked with him. Deputy Chief Gagnon's leadership, institutional knowledge and sound advice were invaluable to me as a new chief coming in from another agency in 2015. Thank you for your years of service Tom and congratulations on your retirement.

In April of 2019 Lieutenant Kevin Considine was promoted to the Rank of Deputy Chief. Sergeant Adam Hutton was promoted to the rank of Lieutenant and Officer Amy Walinski was promoted to the rank of Sergeant. A full time patrol officer position has recently been filled by student officer Kyle Robbins. Kyle will begin his police academy training in early 2020.

There were two other retirements from the department in 2019. Animal Control Officer Jack Burns retired in September of 2019 after 20 years of service. Jack possessed a wealth of knowledge and experience and was one of the longest serving Animal Control Officers in the region. Just prior to his retirement in 2019 Jack was awarded Police Officer of the Year by the Harwich Police Association, a well-deserved honor. Congratulations Jack and thank you for your dedication to such a unique and necessary position within Harwich Police.

Officer Joseph Labelle retired in November of 2019 after 17 years of service. Joe started with the Harwich Police in 2002 and worked a number of specialty positions such as ATV unit, Taser instructor and defensive tactics instructor and also served as an OIC (Officer in Charge) for many years. Joe was promoted to Detective in July of 2013 then briefly returned to the road prior to his retirement. Thank you for your service to the community Joe and best wishes in retirement.

CRIMINAL ACTIVITY REPORTED IN 2019

	2018	2019
Homicide	0	0
Rape	4	2
Robbery	2	1
Assault	71	78
Burglary	32	26
Larceny	88	73
Auto Theft	3	4
Arson	0	0

	2018	2019
Arrests/PCs/Sec 12	210	209
Summons Arrests	156	166
Total Calls for Service:	18,154	18,694

RESPONSE TO TORNADO OF JULY 23, 2019

On July 23, 2019 an extremely violent storm crossed the cape spawning tornados. Harwich was one of the hardest hit communities. Within 5 minutes 93% of the town was without power, hundreds of trees were down blocking major roadways, wires and poles were down blocking roads and creating major safety hazards. Our dispatch was flooded with calls reporting trees and wires down all over town. Our primary concern after determining that there had been no loss of life or major injuries, was opening roads for emergency vehicle access to the hardest hit areas and power restoration. The Harwich Emergency Operations Center (EOC) was activated under the direction of Emergency Management Director Lee Culver and his assistant Deputy Chief (ret.) Tom Gagnon. Representatives from Eversource were present in the EOC by the evening hours of the 23rd with police, fire and DPW personnel coordinating the response. The Barnstable County Multi Agency Coordination Center (MACC) was activated to assist the hardest hit towns on the cape. Massachusetts Emergency Management Agency (MEMA) started organizing assets to assist. Governor Baker visited the area on July 24 and pledged his full support to recovery efforts. Personnel and equipment poured into Harwich from numerous state agencies and neighboring municipalities. Agencies that provided personnel or equipment included: Massachusetts Department of Corrections, Massachusetts Department of Conservation and Recreation, Massachusetts Department of Transportation, Massachusetts Army National Guard, Massachusetts chapter of the Red Cross, Massachusetts Emergency Management Agency, Massachusetts Fire Services, Massachusetts State Police and the Barnstable County Regional Emergency Planning Committee. A staging area was established at the Cultural Center on Sisson Road and this

became the command and control location that coordinated the deployment of all assets in an organized manner. Critical to the success of this response were Deputy Chief Kevin Considine and DPW Road Maintenance Manager Chris Nickerson who both worked long hours at the staging area command post over several days coordinating recovery efforts. Power was completely restored within four days and clean up continued for the next two weeks. The extremely quick and successful recovery from such a devastating storm was due to the extraordinary efforts of the employees of the Town of Harwich and the overwhelming support provided by our state, local and county partners.

DETECTIVE DIVISION - Detective Sergeant Robert Brackett

The Harwich Police Detective Division continues to maintain a commitment to focus on the criminal activity that occurs within the Town of Harwich that most critically impacts the quality of life of our residents and visitors. The Detectives of the Harwich Police Department continue to be pro-active in identifying, investigating and arresting those who are involved in such illegal activities in our community

The Town of Harwich as well as Cape Cod has seen the introduction of the illicit drug Crystal Methamphetamine. The greater Harwich and Dennis areas in particular have seen the most seizures of this powerful and highly addictive stimulant. Use of Crystal Methamphetamine leads to very violent behavior with increased paranoia and hallucinations. The Harwich Police and Harwich Fire have responded to increased calls for highly erratic drug induced behavior believed to be the result of Crystal Meth use. One of the most disturbing aspects of Crystal Meth is its ability to be manufactured most anywhere in small crude clandestine labs. This was made very apparent this past February when a Crystal Meth Clandestine Lab was discovered on a sailboat that was being kept at Saquatucket Harbor. Harwich Police arrested an Orleans man responsible for the production of Crystal Meth on this sailboat and was assisted by the DEA in the cleanup and processing of the Clandestine Lab.

Opiate related overdose numbers continue to be consistent. The Town of Harwich had 3 fatalities this past year from suspected opiate overdoses. This number is the same from 2018. Police responses to overdoses on Cape Cod is down but the number of those experiencing overdoses has remained consistent or in some cases increased. What this means is that there are fewer people who are overdosing multiple times resulting in decreased numbers of police response to overdoses. But this does not mean that there are fewer people suffering from addiction. With the better availability of treatment and legal changes to protective custody statutes more people are obtaining help than in previous years.

Harwich Police Detectives will continue to identify members of the community who are addicted to drugs and who need treatment. By identifying addicts and maintaining relationships with substance abuse professionals we have the opportunity to help addicts receive the treatment they need.

TRAFFIC UNIT – Sgt. Aram Goshgarian

The Harwich Police Traffic Division is staffed by Patrol Officer Mark Holmes and Patrol Officer Tegan Debaggis. In addition to responding to calls for service, Traffic Division Officers are responsible for traffic enforcement and motor vehicle crash investigation. The Harwich Police Department stopped 2083 vehicles in 2019 and issued 837 citations/warnings.

Crash Investigation

Traffic Division Officers investigate all types of motor vehicle crashes ranging from the simple “fender bender” to crashes involving serious injuries and death. Traffic Division Officers receive advanced training in the field of crash reconstruction. Each officer must complete three phases of crash reconstruction training which total 240 hours of classroom training as well as hands on application of the classroom instruction. In addition, each member has additional training in specialized area such as Pedestrian/Bicycle Crash Investigation.

The Harwich Police Department responded to 453 total motor vehicle crashes in 2019 and completed 268 formal reports. Harwich Police Officer Mark Holmes conducted 8 crash reconstruction reports in the Town of Harwich. A crash reconstruction is a detailed analysis of a crash that can involve several hours of investigative work. A crash reconstruction is completed when a crash involves a fatality or serious bodily injury.

Traffic Grant

Patrol Officer Mark Holmes applied for a state grant that awarded the Harwich Police Department \$3500.00 to be used for specialized enforcement activities such as Distracted Driving, Click It or Ticket, and Operating Under the Influence. The grant also awarded the Harwich Police Department money that was used to purchase 3 new Portable Breath Test devices. A Portable Breath Test is used to enhance an officer’s abilities at a traffic stop that involved an impaired driver.

Traffic Complaints

The Harwich Police Department responded to thirty-seven traffic related complaints. These complaints are for speed, parking, and line of sight problems. The Harwich Police Department responds by analyzing the problem and then working on solutions with the citizens. These solutions could be increased enforcement, more signage, or trimming hedges that are causing a visibility issue.

Cape Cod Regional Law Enforcement Council Crash Reconstruction Team

Officer Holmes and Officer Debaggis are members of the Regional Crash Reconstruction Team which is comprised of Crash Reconstruction Officers from all of the Cape Cod towns. These officers regularly work cooperatively to assist each other in the investigation of traffic crashes within their jurisdictions. Patrol Officer Holmes conducted traffic reconstruction reports for the towns of Chatham and Yarmouth in 2019. In response, Chatham and Yarmouth Police Officers have responded to Harwich to assist the Harwich Police Department with traffic crashes.

The Regional Crash Reconstruction Team meets once a month for short training sessions and once a year receives a 40 hour class on a topic in the field of crash reconstruction. The training that members receive benefits their professional growth in the field and also helps build on the teamwork concept that is crucial to the success of the team.

In 2019, Patrol Officer Holmes was certified as an interpreter of information that is derived from the Event Data Recorder that is in most modern vehicles. The Event Data Recorder is often referred to as a “black box” because it records certain information from a vehicle if it is involved in a crash. Because of his training, Officer Holmes was requested to assist the Truro and Falmouth Police Departments with the analysis of data provided from Event Data Recorders.

Radar Trailers

The Harwich Police Department maintains two state of the art radar trailers that are routinely deployed throughout town. The trailers serve as an educational tool that informs drivers of the speed that they are traveling. Both trailers are equipped with software that tracks a variety of information such as speeds of vehicles, average speed during the deployment timeframe, and how many cars are traveling along the roadway. The information obtained helps the Police Department identify problem areas and times. The trailer can be requested through the Harwich Police Department website or by contacting Sergeant Aram Goshgarian at 430-7541 ext. 5709 or at agoshgarian@harwichpolice.com.

COMMUNITY SERVICE AND OUTREACH PROGRAMS

Our mission statement reads in part that we will provide legitimate and equitable law enforcement with a strong focus on active community engagement and community service. We encourage all officers to engage with their community and create positive contacts in a variety of ways. Below are just a few of the ways our officers work to build relationships and serve their community.

CITIZEN'S POLICE ACADEMY – Deputy Chief Kevin Considine

The Harwich Police Department is pleased to report the graduation of the 23rd Session of the Citizens Police Academy on November 21, 2019. The ten-week Academy met each Thursday evening from 6:00 - 9:00 p.m. This year, we had a total of 21 class participants. The class participants were instructed on subjects such as specialty units, communications division, traffic laws and crash reconstruction, drug abuse and identification, detective division investigations, crime scene services, court procedures, domestic violence, elder affairs, criminal law, constitutional law, community policing, mental health, citizen training in hostile events, animal control, use of force, firearms, operating under the influence and sobriety testing, police chaplain services, SWAT operations, K-9 operations and crisis negotiation. The course also included a ride-along with a police officer and a firearms range day.

Instructors for this year included: Sgt. Aram Goshgarian, Sgt. Paul Boorack, Officer Neil Nolan, Det. Sgt. Robert Brackett, Det. Marc Harris, Sgt. Amy Walinski, Animal Control Officer Jack Burns, Officer Derek Dutra, Officer Mark Holmes, Patrol Investigator Peter Petell, Officer John Larivee, Officer Ron Ruggiero, Officer Dan Donovan and Rev. Tiffany Nicely Holleck. A very special thanks to members of the Cape Cod Regional SWAT team, negotiators and K-9 unit members as well as the Barnstable County Sheriff's Office, Bureau of Criminal Identification unit for their assistance this year.

This year's academy also began the position of Assistant Academy Director. This valuable position was created to assist the Academy Director in the weekly operation of the Academy. This position was offered to department members who have clearly demonstrated strong community engagement efforts during their career. I am proud to announce that Patrol Investigator Peter Petell was chosen to fill this role. Patrol Investigator Petell has been an instructor in the academy for many years and will be a great asset to this program. I wish to thank Officer Petell for his assistance this year.

2019 Academy Graduates

Aaron Serroni	Alexander Viera	Brian Mahoney
Celeste Mahoney	Christine Piekarski	David Plunkett
Denice Soucy	Diannah Shurtleff	George Dern
Joanne Henry	Joseph Dossena	Kathy Rock
Keri Cahoon Peters	Kimberly Hersey	Marcy Haffner
Mary Henry	Mary Lou Ruggiero	Pamela Cronin
Peter Piekarski	Robert Wojnarowski	Sharon Currie

The purpose of the Academy is to provide citizens with an understanding of the duties, responsibilities, and procedures related to the law enforcement profession. The academy gives citizens a firsthand look at police work and offers citizens the opportunity to meet and interact with department members. The

Academy continues to be one of the most successful community policing initiatives for our department, graduating over 300 residents since 1994. We continue to revise and improve the program each year to include more interactive presentations and hands-on activities that provide a better learning experience for participants. We continue to involve academy alumni in police department events and future classes as extremely loyal and motivated volunteers. We would like to thank this class, as well as the past academy graduates, for their continued support of the Harwich Police Department and the Citizen Academy.

SCHOOL RESOURCE OFFICER PROGRAM – Officer Thomas Clarke & Jon Mitchell

The Harwich Police Department and SRO program remain committed to maintaining our strong partnership/relationship with the schools within our community. Safety is a top priority, and we are regularly training students and faculty in school safety response options and protocols. Drills are conducted on a frequent basis.

SRO's consistently attend school related activities such as HCC Halloween party and Easter Egg Hunt, athletic contests, plays, concerts and dances in an effort to continue building trust and developing positive relationships with students, staff and parents.

The SRO's also participate in many fundraisers for good causes as well as student driven initiatives and events such as Project Purple, Game Change, Hoops For Heart, Volleyball For A Cause, Powder Puff Game, Community Public Safety Football Game, Special Olympics Games, Best Buddies, Holiday Drives, Safe Routes To School Programs, High Five Fridays, HES and MRMS Field Days, MRHS Senior Beach Day, Bike Rodeos and our Back To School and Holiday Shop With a Cop events.

In addition to helping maintain a safe and secure learning environment in the schools, SRO's are visiting classrooms and giving presentations on a variety of topics such as: drugs and alcohol education and awareness, bullying and criminal harassment, responsible use of social media, JOL teen driver laws, dating/relationship violence, journalism/crime stories, personal security and safe driving tips.

CHARTER SCHOOL / ELEMENTARY SCHOOL OUTREACH

In addition to our full time school resource officer program, the Harwich Police Department has begun an outreach program with the Monomoy Elementary School. Patrol Officer John Larivee stops by the Elementary School on a weekly basis and interacts with the students in a variety of ways such as reading stories, participating in gym class and visiting during lunch and recess. Officer Larivee also teaches an after school enrichment program, "Basics of Basketball" to 3rd and 4th grade students. Officer Larivee enjoys his time at

the schools and has established a good rapport with administration, students and staff. John has recently been selected to serve as the department's liaison to the Lighthouse Charter School.

ELDER AFFAIRS LIAISON – Sergeant Amy Walinski

The Harwich Police Department continues to maintain a strong relationship with the Council on Aging to identify and intervene in cases involving seniors who face cognitive and physical impairment, fall prey to fraud or domestic assault or who suffer from substance abuse.

We help those hidden in our community living with dementia, significant health issues, those at risk of homelessness due to housing costs, those who neglect their basic needs and those caring for infirmed loved ones.

With the high number of elders in our community it is important for us to try and reach out to and educate the elders about safety concerns they need to be aware of. Sergeant Amy Walinski can be seen at the Council on Aging and Pine Oaks Village talking to various groups about home/personal safety, scams/fraud, and winter preparedness amongst other topics.

Mental Health

Approximately 10 percent of police calls involve a person with mental illness. People experiencing a mental health crisis are more likely to encounter police than medical professionals. With these statistics increasing every year it is imperative that our officers are trained in how to respond to calls involving mental illness.

NAMI (National Alliance of Mental Illness) Cape Cod sponsors Community Crisis Intervention Training every year. This training, which includes members of the community medical and social service organizations, continues to foster the collaboration of law enforcement officers and community/medial service providers. It is the goal of the department to continue to train our officers for the betterment of our community. To date we have approximately 1/3 of our officers who have gone through this training including one dispatcher.

At the Harwich Police Department we also work closely with Bay Cove Human Services out of Hyannis. Bay Cove Human Services helps provide individualized and compassionate services for people facing the challenges associated with developmental disabilities, mental illness, homelessness, aging-related needs and/or drug and alcohol addiction. They have trained clinicians available 24/7 on an on call basis and they come out to where we need them.

Youth Sports

Several of our officers are involved with coaching the youth in our community. Detective Sergeant Robert Brackett established the Harwich Police indoor soccer and beach soccer programs for grades 3 through 12. The indoor program runs from December through March and enrolls over 200 Harwich kids. Beach

soccer runs during the months of July and August at Red River Beach with nearly 100 kids participating. Officer John Larivee is also deeply involved with youth sports in the Community. Officer Larivee currently coaches the 6th grade boys youth basketball team and is also an assistant coach for the 5th grade girls team. John also coaches 1st and 2nd grade Rec Basketball at the Chatham Community Center. Tom Clarke is currently an assistant coach with the Monomoy High School baseball team. These exemplary officers give their time and talent in order to encourage healthy activities for the youth of Harwich.

Coffee with a Cop

The first week in October has been designated Community Policing week in the Commonwealth. All police departments across the state are encouraged to participate in community events in recognition of Community Policing Week. On October 2, 2019 members of the Harwich Police department participated in “Coffee with a Cop” at the Cumberland Farms in Harwich Port. This very popular community policing initiative provides citizens an opportunity to stop in at the local coffee shop and speak with their local police about any topic they wish over a cup of coffee. We would like to thank the staff at Cumberland Farms for their support of the program by providing the venue for this event and also providing free coffee and treats to those attending.

In closing, I would first like to thank Deputy Chief Kevin Considine, Assistant to the Chief Kate Varley, Detective Sgt. Robert Bracket, Detective Marc Harris, Sgt. Aram Goshgarian, Sergeant Amy Walinski, Officer John Larivee and Officer Tom Clarke for their valuable assistance with this annual report.

I would like to thank Town Administrator Chris Clark and Assistant Town Administrator Joe Powers for their assistance and guidance over the past year. I would like to thank the Board of Selectmen for their support of the police department and their commitment to leading the community of Harwich. I would like to thank all of my fellow department heads for their assistance, cooperation and teamwork over the past year especially during the days following the tornado strike of July 23, 2019. I would especially like to thank the citizens of Harwich for the support you display for our officers throughout the year. I regularly receive thank you notes, emails and phone calls thanking and complimenting the members of the Harwich Police Department on their professionalism, their empathy and their assistance. Finally, I would like to thank each member of the Harwich Police Department for the self-sacrifice and dedication they continuously display while serving the community of Harwich.

Respectfully submitted,

David J. Guillemette
Chief of Police

Report of the **Traffic Safety Committee**

To the Residents of the Town of Harwich,

The Traffic Safety Committee is an advisory committee only, and reports to the Town Administrator. The purpose of the committee is to assist the town and staff with planning and design improvements to roadways, intersections, sidewalks, etc.

Over the course of the past year one of the items completed was a traffic calming policy. This policy is available on the DPW website along with the crosswalk policy that was developed last year and is administered through the DPW.

We also finalized plans and design for the improvement of the intersections of Pleasant, Miles and South Streets, which involved moving a pole, and is an ongoing project. Also, in process are the development of engineering plans for Rt. 39 and Chatham Road to address the line of sight issue entering Rt. 39 from Chatham Road.

The committee worked with the DPW to review and improve the line of sight at Freeman Street and Snow Inn Road at Rt. 28 to reduce the accident rate at this location.

Also, we worked with the Bikeways Committee with ranking and placement of bike path warning lights at town roadways.

In the next year the committee plans on creating a policy to ensure lines of sight issues at problem areas are quickly recognized and addressed by appropriate town departments and resolved.

We on the Traffic Safety Committee would like to thank all the staff of the Town and the Barnstable County Commission that assisted us in achieving our objectives.

With many thanks,

Traffic Safety Committee

Gerald (Jerry) Beltis, *Chair*

Linda Cebula, *Vice Chair*

Gerard Scannell

Griffin Ryder, *Town Engineer*

Aram Goshgarian, *Harwich Police Department*

Lincoln Hooper, *Harwich Department of Public Works*

ENVIRONMENT & PUBLIC WORKS

Report of the **Board of Appeals**

For 2019, the Harwich Zoning Board of Appeals had 8 members: 5 regular members and 3 alternate members:

Dave Ryer, Chairman, Dean Hederstedt, Clerk, James Hilliard, Kathleen Muller, Al Donoghue, Michael Cupoli (alternate), James Armstrong (alternate) and Chris Murphy (Alternate).

All Members are sworn in and up to date with Ethics Training.

As of 12/4/2019, 1 member, Dean Hederstedt has retired leaving 7 members, 4 regular, 1 position open and 3 alternates. The 2020 ZBA Clerk will be James Hilliard.

Agendas and Minutes are posted on the Town website monthly.

The Board held its regularly scheduled monthly meetings throughout the 2019 year. None were cancelled.

As of 12/31/19, The Board of Appeals has had 44 applications.

The cases consisted of the following:

Special Permits: 37 Granted;

Variances: 9 Granted;

(Five cases were granted both a Special Permit and a Variance)

Request to Overturn Decision of Building Commissioner – 1 Denied

Continued until 2020 - 2

Extensions - 0

Modifications - 0

Motion to Dismiss – NONE

Matter of Right – NONE

Appeals of ZBA Decisions - 0

40B Applications - NONE

Respectfully submitted,

David Ryer, *Chairman*

Report of the **Cape Light Compact**

Cape Light Compact JPE is an intergovernmental organization consisting of the 21 towns on Cape Cod and Martha's Vineyard and Duke's County. The Compact's mission is to serve our 205,000 customers through the delivery of proven energy efficiency programs, effective consumer advocacy, and renewable competitive electricity supply.

Effective July 1, 2017, the Cape Light Compact reconstituted itself as a joint powers entity pursuant to Massachusetts General Law Chapter 40 Section 4A1/2, becoming the first joint powers entity in Massachusetts. Reorganizing as a joint powers entity protects member towns from potential liabilities and mandates greater financial accountability through expanded reporting requirements to the Massachusetts Department of Revenue and member Towns, and designation of Treasury functions to an independent entity.

POWER SUPPLY

During the year 2019, the Compact's power supplier for all residential, commercial, and industrial customers was NextEra Energy Services of Massachusetts (NextEra). The Compact is pleased that our residential price in 2019 was lower on average than the utility's basic service residential price. The Compact has been a green aggregation since January 2017, meaning 100% of Compact's power supply customers' annual electricity usage is met with renewable energy certificates (RECs). Each REC represents the generation of 1 megawatt hour (1,000 kilowatt hours) of electricity produced by a renewable resource, such as wind or solar. By retiring RECs to match the Compact's customers' usage, Compact customers are financially supporting renewable energy resources, including resources located on Cape Cod and southeastern Massachusetts. In addition, NextEra pledged to deposit all premiums paid for voluntary RECs, plus their supplier and retail fees (expected to total over \$3 million per year), into a trust fund to be used solely for the development of new renewable energy resources. Now, by purchasing electricity through the Compact, all Compact power supply customers are supporting renewable energy and acting locally to combat climate change.

In March, the Compact launched two new power supply options, CLC Local Green 50 and CLC Local Green 100. The CLC Local Green program gives customers the ability to support local renewable energy development by opting to pay a small premium on their monthly electric bill. The Compact uses this premium to purchase and retire Massachusetts Class 1 RECs to match either 50% or 100% of customers' annual electricity usage, in addition to the RECs

retired as part of the Compact's standard power supply product. These RECs are sourced from renewable energy projects in New England, including several solar installations on Cape Cod. By participating in CLC Local Green, customers are driving the market to bring new renewable energy resources online at home in New England.

At a regional level, New England continues to face electricity pricing spikes during the winter months. Over the last fifteen years, New England has greatly increased its reliance on natural gas for electricity production, and now over 50% of the electricity is generated with natural gas. However, natural gas pipeline capacity has not substantially increased during that same period. As a result, during winter cold snaps, demand for natural gas to generate electricity competes with natural gas demand for heating purposes. Allocation of natural gas for heating has priority over natural gas for generating electricity. This creates a supply shortage of natural gas for electricity production, and therefore increases prices for electric generators, which is passed on to all New England power supply customers. Until this issue is resolved, either through additional natural gas or electric transmission infrastructure, demand reduction, or other targeted programs, the possibility of future high winter pricing remains, and as such, consumers should still expect seasonal pricing fluctuations for the foreseeable future. The Compact will continue to seek ways to help customers mitigate the impacts of higher winter electricity pricing through innovative energy efficiency programs.

As of December 2019, the Compact had approximately 8,192 electric accounts in the Town of Harwich on its power supply.

CONSUMER ADVOCACY

Since 1997, Cape Light Compact has advocated for the ratepayers of Cape Cod and Martha's Vineyard at the local and state level.

In 2019, the Compact continued its focus on grid modernization, joining with other parties to submit a letter to the Department of Public Utilities (DPU) urging the opening of an investigation on the grid-facing grid modernization investments, including advanced metering infrastructure. This follows the DPU's last set of grid modernization orders in May 2018, which approved some of the utilities' requests but deferred decisions on customer-facing technologies (such as advanced metering infrastructure) to future proceedings. The Compact and other parties are now asking the DPU to begin where their last orders left off and start investigating how customer-facing grid modernization technologies will be deployed.

The Compact also participated in regulatory proceedings at the DPU related to the retail electric market, pushing for policies that promote a competitive power supply market while ensuring common-sense protections for consumers.

ENERGY EFFICIENCY

Jan – Nov 2019	# of Participants	Customer Savings	kWh Saved	Rebates/Incentives Paid to Customers
Low Income	64	\$15,467.20	77,336	\$97,994.12
Residential	1,134	\$171,804.20	859,021	\$978,403.60
Commercial	44	\$86,533.40	432,667	\$346,716.00
Total	1,242	\$273,804.80	1,369,024	\$1,423,023.72

Note: The data above does not include activity from December 2019 due to the date of this publication. Please visit www.capelightcompact.org/reports/ for more information. Also, in the Residential Retail Initiative, several measures may reduce energy use from one fuel source but may increase use of another fuel resulting in negative kWh savings. Strategic electrification for example is primarily focused on the adoption of Heat Pump technology which may reduce the use of oil or propane but increase the use of electricity and increase peak demand. The Program Administrators have determined that these measures are still cost effective, and provide benefits to customers in a more holistic, integrated approach that helps customers address their energy use and associated costs based on their individual needs and goals, while aligning with the broader Commonwealth energy and greenhouse gas emissions reduction goals.

Funding for the energy efficiency programs (i.e. energy audits for homes and businesses, rebates on the purchase of energy efficient appliances and energy education in our schools) comes from the monthly customer “energy conservation” charge on each customers’ electric bill, which is multiplied by the number of kilowatt hours used during the month (\$0.02113 for residential customers and \$0.00545 for commercial and industrial customers).

Other Cape Light Compact Efforts Include:

- Lighting upgrades were completed at the Brook Free Library and Brooks Academy Museum.
- 10 ENERGY STAR® qualified homes were built in the Town of Harwich.
- Cape Light Compact continues to offer support for energy education to the Monomoy School District through classroom visits, teacher workshops, curriculum and free materials all aligned with the state NGSS and STEM initiatives through the Compact’s Energy Education Outreach program.

Harwich Representative – Valerie Bell

Report of the **Cemetery Commission**

The Harwich Cemetery Commission is comprised of three appointed Harwich residents charged with overseeing the town's seventeen cemeteries. We currently have two Commissioners Cynthia Eldredge, and Steven H. Conner. We would like to thank Karen Young for her time, dedication and hard work as a Commissioner. We have a vacancy on the Commission at this time. Both current Commissioners have been sworn in and have up to date State Ethics testing. The Commission usually meets the first Tuesday of each month and we had eleven meetings this year.

The Commission supports and provides guidance to the Cemetery Administrator, prioritizes yearly expenditures of revenues from annual lot sales, and establishes policies and regulations related to the public use, operation and maintenance of the town's burial grounds. The town's cemeteries cover over one hundred acres of land.

We had total of 80 burials for the year. 32 were Traditional/Casket burials and 48 were cremation burials. Each year the number of cremation burials is increasing and the Commission will be exploring revisions in certain lot sizes to better accommodate this trend.

As of December 2019, the balance in the Cemetery Revolving Fund was \$83,593.65 which \$30,110.00 is reserved for Arboretum Mapping and Software leaving an available balance of \$53,483.65.

During the past year, among other items, the Commission worked on:

- New Signs were installed at the Evergreen and East Harwich Methodist Cemetery East Harwich and South Harwich Cemetery in South Harwich.
- We worked on the Kelley Cemetery with Evan Melillo. He has spoken to Christopher Clark, Town Administrator and Counsel and will have the property appraised. The Kelley Cemetery Land was taking at the Town Annual Meeting 2008, legislation has been filed at State House and we are waiting for new map to be filed at Barnstable registry of Deeds.
- We purchase trees from the Cape Cod Cooperative Extension and planted them at Island Pond Cemetery. In June we planted two trees each of the following species: Hedge Maples, Golden Rain, Dawn Redwood, Hackberries and Gingko's.

- Every Wednesday Robbin Kelley, our Administrator has worked with Hannah Schmidt, an AmeriCorps member from the first week of November until July 2020. We are very fortunate to have Hannah working with Robbin on the Island Pond Arboretum Project. She has helped put the brochures together and indexing all the trees within the Island Pond Arboretum property. We currently have fifty species of tree identified.
- Robbin has worked with Amy Usowski and Russell Norton, Agriculture & Horticulture Extension Educator from Cape Cod Cooperative Extension. Russ has assisted us with information we need to implement the new plantings in the Arboretum. There was no charge for this service through the Cape Cod Cooperative Extension.
- We have updated the Rules and Regulations for all the town owned cemeteries. The Harwich Center Cemetery has been removed from the list of town owned cemeteries. These will be brought before Annual Town Meeting for approval in 2020.
- Cemetery Arboretum Mapping and Software Project. Article #32 to be funded by the Cemetery Revolving Account to map the cemetery property. Estimated cost was \$30,110.00 with an additional cost of \$7,000 for hosting website and online App. Software will allow visitors to find family members' lots. It will also show all the species of trees on the property.
- Article # 50: The CPC Article for the Mount Pleasant Cemetery Gravestone Preservation for \$49,900 was approved at May 2018 Town Meeting. Repair and restoration of 42 monuments/gravestones with cracking and/or fractures to be repaired, 108 needed foundation repair & resetting, 150 will be treated and cleaned with D2 Biological Solution. Eroded gravestones & monuments will be treated and consolidated with a stone strengthener to protect and preserve them. A completion report for the entire project and documentation relating to each of the 150 stones conserved, including before and after conservation photos for Cemetery Commission and the CPC Commission. In November Gravestone Conservation Services, Inc. completed the repair and restoration.
- Town Meeting Petition Article to rescind Article 57 of the May 2016 Annual Town Meeting Authorizing the Pet Burial Ground voted to take back the Pet Burial Ground and Walking Park. The Cemetery Commission unanimously voted to return control of the property to the Board of Selectmen.

- Article # 58: Cemetery Revolving Account for \$100,000. In the original article which was passed May 3, 2010 the language was “for the purpose of funding maintenance, care and support of town cemetery properties,” It is currently listed as “Maintenance of town cemeteries”, even though it was not changed with a vote at town meeting. The Cemetery Commission submitted language to request the Town to change the language back to its original intent and it passed at the 2019 Annual Town Meeting in May.
- Continue to inventory all the cemetery lots in the town owned cemeteries to be able to locate the older historic burials.
- In July of 2019 the Town was hit by a Tornado that did extensive damage to our cemeteries. It was necessary to close Island Pond Cemetery for a week due to safety issues from downed trees. We had 413 trees down in the cemeteries. 275 trees were removed in Island Pond, 73 in Mount Pleasant, 35 in Evergreen, 25 in Pine Grove, 5 in South Harwich and in 5 West Harwich Baptist. 44 memorials were damaged also,; 19 in Island Pond, 7 in Mount Pleasant, 6 in Evergreen, 10 in Pine Grove, 1 in South Harwich and 2 in West Harwich Baptist Church Cemeteries.
- We updated the plantings at the Entrance of Evergreen Cemetery on Route 39.
- We had Walking Tours in Pine Grove Cemetery on Prominent Residents of the Town, Island Pond Cemetery on trees and plantings, and a Halloween Lantern Tour at South Harwich Cemetery.
- We had a new berm installed in Island Pond Cemetery across from the Veterans Memorial on Main Avenue to prevent heavy rain damage on lots.
- We are working on designing a Veteran’s Memorial for the circle in the Evergreen Cemetery.

In the upcoming year, 2020, the Commission plans to:

- Continuing clean of storm damage in the cemeteries. There at least 200 more trees to be removed or have hanging branches or have to be removed.
- Install the new signs at Island Pond Cemetery and at West Harwich Baptist Church Cemetery.
- Finalize the Kelley Cemetery Land taking from 2008 and get the map filed at Barnstable registry of Deeds.

- Continuing to purchase and plant new trees in the cemeteries to replace the ones damaged in the storms.
- Replace the granite posts and galvanized pipe fence at East Harwich Methodist Cemetery.
- Work with the Veteran's Memorial Committee to install electricity, flag poles and a Memorials at Evergreen Cemetery.
- Continue working on brochures to map streets within and list the history of each town owned cemetery.
- Continue to work on various improvement, drainage, brush clearing and other maintenance projects within the cemetery properties;
- Install tree tags at the Island Pond Arboretum.
- Preparing documentation for Level I Accreditation for Island Pond Cemetery to be an Arboretum.
- Continue to work on grants for cemetery projects to improve our cemeteries. .
- Invasive species removal at Island Pond Cemetery with assistance from AmeriCorps and Conservation Agent.
- Applied to CPC for Article on the Pine Grove Cemetery Gravestone Conservation & Preservation.

Respectfully submitted,

Cynthia Eldredge, *Chair*
 Steven H Conner
 Robbin Kelley, *Administrator*

Report of the **Conservation Commission**

The Harwich Conservation Commission is the local body responsible for implementation of the Massachusetts Wetland Protection Act, which includes the Rivers Protection Act, as well as the Town of Harwich Wetland Protection Bylaws and Regulations. These regulations are complicated and ever-changing, and the Commission tries its best to apply them accurately, fairly, and consistently. The purpose of these regulations is to ensure the protection of our valuable wetland resource areas and their interests, such as habitat protection, water quality, and storm damage prevention amongst other things.

Permitting remained strong. The Commission held bimonthly public meetings, which were very well-attended. The total number of hearings at these meetings was 159. The Conservation Department issued 100 Administrative Review permits. These applications are for small projects such as removal of hazard trees or small sheds just inside the 100' buffer zone. There were 13 violations this year in which the Conservation Commission took action, more than double from last year.

The Commission is working to revise regulations on docks and piers, both to better protect our sensitive wetland resource areas and also to make the application process clearer for applicants. We are working with the Natural Resources Department and Mass Division of Marine Fisheries on a pilot oyster reef project in the Herring River and are in the initial planning phases. The Conservation Department has been in touch with Cape Cod Tech to try and acquire some building debris when the old school is torn down to use as additional material for our artificial reef.

Another topic that has been discussed at length is how to manage the old cranberry bogs at the Depot Street entrance to the Bells Neck Conservation Lands. The Conservation Commission voted not to put these bogs out agricultural lease this year. Now the challenge is how to manage them to preserve and enhance the ecology of the bogs, while ensuring there is no negative impact on species such as herring.

The Commission is charged with the oversight of 1000+ acres of conservation land. This past year, town meeting helped fund the purchase of the 14.9 acre Cornelius Pond Woodlands parcel off Queen Anne Road in May. The Harwich Conservation Trust owns the parcel, and the Conservation Restriction is held by the Conservation Commission. Along with the care and custody of so much land comes a lot of responsibility to manage it effectively. This is very difficult to do with the limited resources the staff and commission

has. The commission and staff are working to prioritize management activities on our lands where we have seen degradation due to dumping, motorized vehicle usage, and general misuse of the land. An application has been made to the Community Preservation Committee for additional funding to purchase fencing, signage, and other items which will help us to manage our properties more effectively. This year we have noticed more encroachment onto town-owned conservation land, and will be working with adjacent property owners to alleviate that.

Respectfully,

Brad Chase, *Chairperson*

Carolyn O'Leary

Paula McGuire

Stan Pastuszak

James Donovan

Mark Coleman

John Ketchum

Walter Diggs, *Alternate Member*

Ernest Crabtree, *Alternate Member*

Report of the **Energy Committee**

The membership of the Harwich Energy Committee (HEC) has declined. We bid a fond farewell to long time member and chairperson Larry Cole. Terry Hayden, our secretary for several years, also resigned from the committee. We miss them both. We have not been very successful in recruiting new members. One of our goals this year is to put more effort into finding people interested in energy matters in Harwich.

This year the town of Harwich became a Green Community. The HEC got the ball rolling and Cape Light Compact provided the technical support to make it happen. Already the town has received grant money from this program for over \$150,000 dollars. As the town continues to participate in the Green Communities program other energy saving projects will be identified. In 2021 Harwich will be eligible to apply for more grant money to pursue these projects. The HEC will continue to support these efforts.

The HEC has participated with other town energy committees in an organization called Energy Committees of the Cape and Islands (ECCI). We meet twice a year at the offices of the Cape Light Compact. The Cape Cod Commission has presented to this organization several times to update us on what they are doing at the county level related to energy and climate change initiatives. This is also a time to talk with other energy committee members to hear what is happening in their towns.

The Cape Cod Commission invited members of the ECCI to participate in a Cape Cod Climate Initiative Focus group. The results of this meeting will help the Cape Cod Commission develop their Climate Action plan.

Climate change continues to have a large impact on Cape Cod. Harwich and all the other towns on Cape Cod are developing plans to assess their vulnerability to the consequences of climate change and to develop adaptation strategies to mitigate the impacts. The HEC plans to help with this in any way we can.

Respectfully submitted,

Valerie Bell, *Chair HEC*

Committee Members:

Barry Worth

Charlie Czech

Report of the **Engineering Department**

2019 proved to be a transitional year for the Engineering Department. The retirement of the Town Engineer, Robert Cafarelli, and the elimination of the Town Surveyor position have led to a reshaping of the Department. Having been appointed as the Town Engineer in May, following a few months of vacancy in the Department, there's naturally been a lot of catching up to do.

The July 23, 2019 Tornado event had a major impact on the Town and required an all hands on deck approach for clean-up and debris removal efforts. The Engineering Department was proud to support the Town wide debris clean-up efforts. Although the tornado caused a lot of damage the clean-up efforts provided a great opportunity to work with emergency personnel and the many other supporting Town departments.

The Engineering Department performs work for all stages of project development including planning, design, permitting, specification writing, cost estimation, bidding and construction management. The Department reviews Site Plan Review and subdivision submissions and performs subdivision inspections for the Planning Board, as well as assisting the Police, Fire, Water, Harbormaster, Highway, Transfer Station, Cemetery, and Recreation Departments when the need for engineering and surveying services arise.

The Engineering Department, partnering with Administration, is responsible for providing support for all Town Departments in the procurement of supplies and services. The Department is a member the Cape Cod Public Purchasing Officials Association which meets monthly to discuss procurement.

The Department provides design support, project and construction administration for Town projects. This year's examples of this include:

- Assisting in the Comprehensive Wastewater Master Plan implementation
- Development of the Town wide Drainage Infrastructure Replacement Bid
- Contract administration support for the Fire Station #2 Construction Project
- Tornado debris removal and cost recovery support
- Safe Routes to School sidewalk improvement project approvals for initial PNF and PIF applications with MassDOT
- Completion of the three (3) core Massachusetts Certified Public Purchasing Official (MCPPO) state procurement classes

The Engineering Department participates in monthly Cape Cod Commission Joint Transportation Committee (CCCJTC) Meetings. These meetings provide a forum for the Town to continually express the need to MassDOT representatives and the Cape Cod Commission staff for the construction of a sidewalk along the state owned Route 28. The goal is to create a safe pedestrian connection where existing sidewalk infrastructure doesn't exist. Route 28 is a major transportation corridor with substandard pedestrian accommodations. The Engineering Department will continue push this initiative as sidewalks in this area will provide for a safe means of pedestrian access for all ages.

As a member of the Town's Traffic Safety Committee, the Engineering Department assists the Committee in identifying potential resolutions for traffic safety problems. Improving sight lines at obscured intersections, improving signage and pavement markings are some of the elements evaluated and implemented over the last year.

The Engineering Department continues to keep abreast of new MS4 requirements, and continues to improve the Town's drainage infrastructure to comply with State and Federal regulations. This includes the implementation of the Town of Harwich Comprehensive Stormwater and Illicit Discharge Regulations.

A thank you and congratulations goes out to Robert Cafarelli, PE for providing the Town of Harwich with 9 years of service as the Town Engineer and Engineering Department Head.

I wish to extend my appreciation to all other Departments for their support and cooperation.

Respectfully submitted,

Griffin Ryder, PE
Town Engineer

Report of the **Harwich Historic District and Historical Commission**

The Harwich Historic District and Historical Commission (the “Commission”) continues its most important role of preserving and protecting historically designated properties within the Town of Harwich through monthly hearings.

In Fiscal 2019, the Commission heard a total of Thirty-Three (33) applications:

- 9 Historic District Certificates:
 - 8 Certificates of Appropriateness applications granted
 - 1 Certificate of Appropriateness withdrawn without prejudice
- 24 Notices Of Intent for Demolition
 - 19 Applications granted
 - 2 Demolition Delays imposed
 - 3 Withdrawn

One of the highlights for this past year was the Commission’s issuance of a Certificate of Appropriateness for 711 Main Street in Harwich Center. This project will bring a new building, business, and residences to Historic Harwich Center and will revitalize the former Meservey gas station. Additionally, the Commission imposed a twelve (12) month demolition delay on the former parsonage at 52 Route 28 in West Harwich which is part of what has been referred to as Captains’ Row. More recently, the Commission was excited to support the Board of Selectmen’s application to the Cape Cod Commission to establish a District of Critical Planning Concern in West Harwich, and we look forward to providing any assistance to the Selectmen and Planning Board as this process moves forward over the next year.

In addition to conducting its regular monthly business, the Commission continues to implement the Historic Inventory List, and has applied for 2020 Community Preservation Funds to further review certain clusters throughout the Town to ensure we have the knowledge necessary to preserve our vital historic assets.

Further, I would like to thank you, the Board of Selectmen, as the Commission currently has a full complement of seven (7) Full Members, and one (1) Associate Member. The increased membership is essential to ensuring that we have a quorum and can conduct our meetings in a timely fashion. All that being said, I would like to remind the public that there are still four associate member vacancies on the Commission. If anyone wishes to volunteer, I would

ask that they complete Citizens Activity Form and submit it to the Selectmen's Office for consideration. We would always welcome new members.

Additionally, we are thrilled to have three new members join the Commission during Fiscal 2019. Brendan Lowney and Julia Eldredge joined us as Full Members, and Angelo Kyriakides has joined as an Associate Member. As a notice to all residents, the Commission holds regular meetings on the third Wednesday of each month at 6:00 p.m. in the Griffin Room at Town Hall. All meeting agendas are timely posted on the web and filed with the Town Clerk's Office. We encourage all interested residents to attend.

Also, we would like to thank all the members of the Community Development staff for supporting the HDHC's work throughout the year, particularly Jennifer Clarke, Amy Banford, and Elaine Banta.

Very truly yours,

Mary A. Maslowski
Chairperson

Report of the **Natural Resources Department**

Shellfish Laboratory

The shellfish laboratory building located at Wychmere Harbor near the town pier continues to produce plantable shellfish seed each fall. This year, 600,000 quahogs were raised in the lab and subsequently field planted in Harwich shellfishing areas. Shellfish seed (3mm-5mm) was obtained from Aquacultural Research Cooperation (ARC) in Dennis. This was accomplished by using a direct department purchase as well as receiving some seed through the Barnstable County Seed Grant Program. Not only did we continue to have an excellent survival rate this year, our quahog seed grew to an average of 13.7 mm before planting. Shellfish seed was field planted in Herring River, Oyster Creek, Wychmere Harbor, Stony Flats outside Saquatucket Harbor, Round Cove and Pleasant Bay.

Oysters were also raised in the Shellfish lab. 90,000 oysters were grown in the lab and field planted in Wychmere Harbor. They grew quite well this year and many were 1.5 inches long by October. Many of those will be harvestable next fall. Oysters need to be 3 inches long in order to be legally harvested.

In the fall, October, Shellfish mitigation funds were used to acquire large field plant quahogs. 114,000 large quahogs were planted in Wychmere Harbor, Saquatucket stony flats, Herring River, and Pleasant Bay. These shellfish will be harvestable next year.

Our shellfish seed continued to be tested prior to seeding (per order of the Massachusetts Division of Marine Fisheries) for Dermo, QPX, and an array of other harmful parasites. Kennebec River Biosciences tested our seed clams and they received a clean bill of health. The shellfish health inspection allows for transplanting of seed to other bodies of water for planting.

The Harwich Shellfish Lab continued to be a great hands-on internship program for high school students. This was the 22nd year the Harwich Shellfish Lab conducted its high school summer aquaculture internship program. The six week program enabled students Max Wall, Matt Smeltzer, Dillon Supanik, and teaching supervisor, Lyndsey Allen to work closely with the Natural Resources Department to monitor and maintain the Shellfish nursery during its busiest time. The Shellfish Lab interns were also helpful in collecting water monitoring data including water temperature, water salinity, dissolved oxygen, and turbidity from Wychmere and Saquatucket Harbors.

All the students who have passed through the program have been enjoyable to work with and this year was no exception. The Shellfish Lab, which is open to the general public, received many visitor tours this year including several classes of Monomoy middle school 5th graders.

The Harwich Natural Resources Department continued to receive assistance with many of our projects from volunteers. Volunteers who assisted the Natural Resources aquaculture program, water sampling, and herring run maintenance included Mike and Lyndsey Allen, Mike Mulane, and Mary Matthews.

Volunteer Shellfish Wardens

To patrol the local shellfishing flats, assistance was provided by a dedicated group of volunteer shellfish wardens: Jim Coyle (since 1999), Ron Saulnier (since 2001), and Dean Knight (since 2003). They were very generous with their time and energy. Patrolling the shellfish flats throughout the year, they not only enforced the shellfish regulations, but educated the public as well. The Natural Resources Department was more efficient and more productive because of their help. We thank all our volunteers for their effort.

This year was significant as 20 year veteran volunteer Shellfish Warden Jim Coyle retired. For two decades Jim enforced our Shellfish regulations on the shellfish flats of Harwich. Always vigilant and willing to go the extra mile to complete a patrol, Jim was a wonderful asset to the Natural Resources Department.

Shellfish Permit Structure

We currently issue individual recreational permits (Resident, Non-Resident, Resident Senior and 1-day permits) with the caveat that anyone under the age of 16 can shellfish – provided they are shellfishing with someone who holds a valid recreational shellfish permit. The individual permit holder is responsible for the children and their shellfishing activity. The shellfish permit limit is 10qt/week of shellfish. Anyone 16 or older shellfishing is required to have their own shellfish permit. Commercial permits, available to only Harwich full time residents, have always been individual permits.

Current shellfish permit rates:

Resident	\$25/year
Non-Resident	\$65/year
Commercial	\$55/year
Resident Senior (65+)	\$10/year
One-Day Non Resident	\$25/year

2019 Shellfish Permits Sold

Resident	158
Non-Resident	24
Commercial	7
Resident Senior (65+)	157
One-Day Non-Resident	27
TOTAL	373

Shellfishermen were asked to fill out a survey when obtaining their license at the Natural Resources office at Saquatucket Harbor. From those surveys, we were able to compile the following averages per shellfishermen:

Days someone went shellfishing	7.0
Pails of quahogs	0.43
Pails of oysters	0.06
Pails of softshells	0.13
Pails of scallops	0.00

* 1 pail = 10 quart (weekly limit)

Note: When someone buys a permit, the previous year's survey results are collected. The 2019 data will be available after everyone has purchased their 2020 license and will be included in next year's town report.

Herring Run

The Herring Run remains closed due to the moratorium enacted by the Division of Marine Fisheries on the taking of herring anywhere in Massachusetts. The annual meeting for the River Herring Network, presented a historical account of herring populations in runs throughout the state. Some herring runs in the state are showing steady improvement and there are indications that the Division of Marine Fisheries are very close to opening selective runs to a limited take of herring in the near future. The Harwich herring run experienced the most fish of any run in Massachusetts this year!

With the help of many Americorps volunteers, Herring River was kept clear of debris and blockages. Many early spring days were spent cutting dead wood, removing brush, and clearing debris that would inhibit the migration of herring to their freshwater spawning sites. We have often worked with Barnstable County Americorps and with their collaborative effort we can accomplish a great deal of work in a short period of time.

Harwich Conservation Trust (HCT) had 30+ volunteers on a fixed schedule for April and May stationed at the point where herring enter Hinckleys Pond. Several times a day, volunteers tabulated fish counts for a 10 minute period. The estimated size of the Herring River run this year was 69,680 fish.

Year	Volunteer Herring count
2019	69,680
2018	47,698
2017	11,980
2016	63,349
2015	127,860
2014	247,894
2013	91,167
2012	101,624
2011	10,466
2010	41,254
2009	19,336

Massachusetts DMF re-installed an electronic fish counter at the Johnson's flume off Depot Street. This is the fourth year we have utilized this electronic counter. The herring freely passed through one of several counting tubes as they migrated up the fish ladder. The total fish tabulated over a two month period was 1,223,211 fish compared to 2018 when we had 882,630 fish. The number is much higher than the volunteer counter program which is further upstream near Hinckleys Pond. Once again, the electronic counter (which runs 24 hours/7days a week) significantly outnumbered the volunteer count program. It is likely that the nighttime migration of herring through the fish tubes, culverts, and fish ladders occurs at a much greater rate than first hypothesized. Also, it is very possible herring spawn in the West Reservoir.

Year	DMF Electronic Herring counter
2019	1,223,211
2018	882,630
2017	284,936
2016	344,133

The 60ft x 40ft lead line seine net with top floats which remained installed in the West Reservoir in order to keep migrating herring from entering the nearby cranberry bog when it is flooded worked well. New water level boards were also added in order to help regulate water levels through the bog.

Eel Ramp

The eel ramp located off Bank Street, managed by DMF and assisted by Harwich Natural Resources continues to help migrating eels into Grass Pond, although we did not receive an official count. In the past, DMF, Natural Resources, and Harwich Conservation Trust would have citizen counters observe a mesh collection bucket and record young eels migrating their way into Grass Pond in the spring. The eel ramp itself consists of a small water pump which keeps an inclined ramp moist in order to assist the passage of eels

from Cold Brook into the pond. Without the assistance of this pump/ramp system, not a single eel could migrate up into Grass Pond.

DMF, Harwich Conservation Trust, and Natural Resources are still working on private property access for volunteer citizens to check the ramp and record eel counts. Volunteer access to the eel ramp still has yet to be restored, but we very close to having this rectified so that an accurate count can be restored.

Harwich Water Quality Sampling

Harwich is truly a special place when you realize that for over 20 years, citizen volunteers have been collecting water quality data on behalf of the Harwich Natural Resources Department. Their dedication and hard work is inspirational, to say the least.

Local water quality monitoring continued in Saquatucket Harbor, Wychmere Harbor, Allen Harbor, Herring River, and many freshwater ponds. These areas were sampled several times throughout the summer in order to continue collecting reliable water quality for our database including nitrates, phosphates, chlorophyll, dissolved oxygen levels, and coliform levels. This data is often the springboard for several aquatic and estuarine reports/studies completed for the town.

A project of this magnitude could only be completed with the continued support of our hard working volunteers – Ellen and Chris Geanacopoulos, Bob Smith and Dave Callaghan, Bill Otis, Kathleen Welch, Ralph and Jane Anderson, Jack Lohr, Peter DeBakker, Tony and Marian Piro, George Meyers, Patsy Lightbrown, Janet O’Leary, Staci Robichard, Sean Burke, Art Winterhaltler, Chris Norcross, Paul Erickson, Deborah Aylesworth, Joe Seidel, Ann Helgen, Jim Beil, Bill Clary, Jim Brennan, and Ed McCarthy.

The Natural Resources Department also continued its water sampling collection program for the Center for Coastal Studies. Water samples were collected and analyzed for contaminants of emerging concern. Contaminants of emerging concern (CECs) include pharmaceuticals and personal care products, which have been detected at low levels in surface water, leading to concerns that these compounds may have an impact on human health and aquatic life. A summary report of the Contaminants of Emerging Concern in Nantucket Sound and its Associated Estuaries and Salt Ponds can be found at www.waquoitbayreserve.org/wp-content/uploads/WQM_METConf_CECs_Costa.pdf.

Harwich also plays a role in the Pleasant Bay Water Quality Monitoring Program. The Pleasant Bay Alliance, with the help of Harwich volunteers, sampled many sites throughout the bay and surrounding embayments. Three current sampling locations are in Harwich waters; two in Pleasant Bay and one in Round Cove. Water sampling volunteers Tina Maloney, Tom Telesmanick, Denise Yocum, Louise Vivona-Miller, Al Williams and Dave Bennett were all generous with their time and we thank them for their assistance.

The Alliance completed its 20th year of water quality monitoring, as well as implementing activities under a \$250,000 grant from the Southeast New England Estuaries Program, a program funded by US EPA. A full list of completed projects and copies of reports by the Pleasant Bay Alliance can be found in their annual report and the program website www.pleasantbay.org.

Hinckley's Pond Phosphorus Inactivation Treatment

In 2012, an evaluation study of Hinckley's pond determined that the internal loading of phosphorus in the benthic (bottom) layer of the pond contributes to poor water quality and blue-green algae blooms. In 2018, after previous attempts, Harwich Town meeting passed article #57 and funds from the Community Preservation Fund were made available to remediate Hinckley's pond and improve public access. Additional water and benthic samples were collected in June 2018 and a phosphorus inactivation treatment (Alum treatment) plan was developed.

This year the town received final approval from the Natural Heritage & Endangered Species Program and Harwich Conservation Commission to treat Hinckley's pond with Alum. Solitude Lake Management out of Shrewsbury MA was contracted to conduct a subsurface phosphorus inactivation treatment using aluminum sulfate and sodium aluminate to treat the Pond. The project took place in September 2019 and was completed by the end of the month. In addition to the Alum dosage, pre-treatment, during the application, and post-treatment water quality monitoring was also conducted. The entire project including treatment and monitoring came in on time and under budget. \$385,000 from article #57 was used to complete this portion of the work.

Article #57 also provided funds to improve the public access and vista at Hinckley's Pond near the bike trail at Rt. 124. This project is scheduled to be completed in 2020.

Miscellaneous

We supported the Conservation department as they continued their role of coordinating the beach clean up day known as Coastsweep. Volunteers met at the Community Center, were assigned beaches and then returned with bags full of garbage. This was then taken by Natural Resources to the transfer station for disposal and recycling.

In July, a summer storm including a tornado touching down in Harwich caused power outages and large tree damage. The Herring Run needed to be checked and some large trees needed to be removed from blocking the run.

Harmful algae blooms from cyanobacteria in Cape Cod's fresh water bodies are gaining more attention. Harwich experienced a few this past summer and the entire Cape is now developing a coordinated approach to addressing these

and disseminating accurate and timely information to the public coming in contact with bodies of water experiencing any type of bloom.

Harwich Aquaculture & Shellfish grant licenses possibilities are also becoming topics of greater interest. There have been inquiries as well as a pilot kelp growing project just off Herring River. The possibility of small shellfish grants or aquaculture sites may be feasible if Town would like pursue this further.

Appreciation

Often the work completed by the Natural Resources Department was accomplished with the help of other departments. I would like to thank the Harwich Police, Fire, Highway, Park & Recreation, Health, and Conservation for all their assistance. Harbormaster John Rendon, Michelle Morris, Tom Telesmanick, and Billy Neiser were especially helpful in coordinating daily operations. I appreciate all their effort and hard work assisting me in my endeavors.

Respectfully Submitted,

Heinz M. Proft
Natural Resources Director

Report of the **Planning Board**

The Planning Board continues to oversee development in Harwich to confirm that it is in compliance with the Town's Zoning Bylaws (Zoning Code), the Planning Board Rules and Regulations and the Town's Comprehensive Plan. 2019 has been one of the busiest years for the Planning Board in the past 10 years; 50 applications were submitted to the Board, 11 more than 2019.

The Board saw the departure Jim Joyce this summer, who will be sorely missed and also welcomed its newest members Bill Stoltz, who had previously sat on the Planning Board and Duncan Berry, a local historian, who both bring with them a wealth of knowledge and experience. A new alternate member was also appointed this past fall, Arthur Rouse, whose past experience in municipal work will be an asset to the Board.

As noted, the Board had a total of 50 applications this year and held 22 meetings. Two cases carried over from 2018 and seven cases will be held over to 2020. The Board took action on the following applications:

- Endorsed 2 Approval Not Required (ANR) Plans; took no action on 1 ANR.
- Approved 8 Definitive Subdivision Plans; 5 Endorsed, 1 not endorsed at the request of applicant and 2 is pending.
- Approved 3 Preliminary Subdivision Plans
- Approved 8 Use Special Permits, with 1 pending
- 13 Site Plan Special Permits & Use Special Permits applications were received; 7 were approved, 3 were withdrawn and 3 are pending
- 8 Site Plans applications were received; 5 approved, 2 pending and 1 withdrawn
- Reviewed 6 Waiver of Site Plans, of these 4 approved and 2 withdrawn
- One road name change request was withdrawn

The approved divisions of land have created 16 new building lots. For the first time in recent history of the Planning Board, the Board had over \$60,000 in filing fee revenue.

The Board also sponsored four (4) zoning amendments, including:

- Accessory Apartments by-right
- Free-Standing Portable Signs
- Building Height within a Flood Zone for existing structures
- Relief for retaining walls as they pertain to septic systems.

All of the zoning amendments were approved by Town Meeting and the Attorney General.

As a result of a controversial case in West Harwich, the Board was asked by the Board of Selectmen to discuss and review the possibility of a District of Critical Planning Concern (DCPC) nomination for the Route 28 corridor, known as Captain's Row. The Board reviewed a draft prepared by Town Planner Greenhalgh and on September 10th the majority of the Board voted to recommend the nomination of the DCPC to the Board of Selectmen. The Board of Selectmen approved the nomination on September 16th and the nomination was filed with the Cape Cod Commission (CCC) on September 17th. The CCC accepted the nomination on October 3rd and a hearing was held by the CCC in Harwich on October 22nd. The full CCC voted unanimously to approve the West Harwich DCPC on November 14th and the Barnstable County Assembly of Delegates voted unanimously on December 4th to approve the County Ordinance to approve the DCPC and on December 11th the Barnstable County Commissioners voted 2-1 to approve and sign the West Harwich DCPC ordinance. Several members of the Planning Board attended these additional meeting. Now the work will begin to draft the necessary zoning amendments to comply with the DCPC ordinance. The Town will have 12 months to draft and approve bylaws, regulations, etc.

The Board began discussions on potential zoning amendments for the May 2020 Annual Town Meeting.

Currently the Board has one opening for an alternative member.

The Planning Board would like to acknowledge Charleen Greenhalgh, Town Planner, Elaine Banta, Planning Assistant and Katie Tenaglia, for their invaluable work for the Board. The Board would also like to thank the Board of Selectmen and the Citizens of Harwich for their continued support in the Planning Board's effort.

Respectfully Submitted,

Joseph P. McParland, *Planning Board Chairman*

Report of the **Planning Department**

I am pleased to submit this annual report of the Planning Department to the residents of the Town. The responsibilities of the department are multifaceted and varied. The following report is a summary of the activities.

Regulatory Review - The regulatory work of the Planning Board is largely governed by the Zoning Act and Subdivision Control Law. Applications have increased significantly over recent years with a total of 50 applications filed and reviewed during 2019. For every case, staff prepares a detailed report to the members that ensures compliance with Open Meeting Law, the General Laws, the Town's Zoning Bylaws and the Board's Rules and Regulations.

Community Development - In addition to weekly staff meetings with Permitting Departments, staff has reviewed more than 230 Building Permit Applications for compliance within the purview of the department. Staff also provides backup support to Board Clerks for Zoning and Historic.

West Harwich District of Critical Planning Concern – As a result of a controversial Planning Board case in West Harwich, the Planning Board was asked by the Board of Selectmen to discuss and review the possibility of a District of Critical Planning Concern (DCPC) nomination for the Route 28 corridor, known as and through the grass roots efforts of residents of 'Captain's Row'. The process for approval of a DCPC area includes many layers of approval throughout the community at large and began with Planner's preparation of the application:

- The Planning Board reviewed and voted to recommend the draft DCPC application to the Board of Selectmen on September 10, 2019.
- The Board of Selectmen approved the nomination on September 16, 2019.
- The nomination was filed with the Cape Cod Commission (CCC) on September 17, 2019.
- The CCC accepted the nomination on October 3, 2019.
- The CCC hearing was held in Harwich on October 22, 2019.
- The full CCC voted unanimously to approve the West Harwich DCPC on November 14, 2019.
- The Barnstable County Assembly of Delegates voted unanimously on December 4, 2019 to approve the County Ordinance to approve the DCPC.

- On December 11, 2019 the Barnstable County Commissioners voted 2-1 to approve and sign the West Harwich DCPC ordinance.

Now the work will begin to draft the necessary zoning amendments to comply with the DCPC ordinance. The Town will have 12 months to draft and approve bylaws, regulations, etc.

Community Rating System – Harwich voluntarily participates in the Community Rating System (CRS) program of the National Flood Insurance Program (NFIP). We have been participating in this program for nearly 25-years. Each year requires a recertification and in 2019 we went through a 5-year cyclical recertification. Harwich had earned a designation as a Class 8 community under the CRS program, providing properties requiring Flood Insurance to receive a 10% discount, which works out to approximately \$69,000 annual total saving, or \$222 per policy annually. Through the tireless work of Elaine Banta, Planning Assistant and Shannon Hulst, CFM, Floodplain Specialist & CRS Coordinator with the Barnstable County/Cape Cod Cooperative Extension & Woods Hole Sea Grant and the added assistance of Amy Usowski, Conservation Agent, Nikki Smith, Assistant Conservation Agent, Shelagh Delaney, Executive Assistant and Ray Chesley, Building Commissioner we were recertified and achieved an upgrade to a Class 7, which would afford a 15% discount which works out to approximately \$98,000 annual total savings, or \$333 per policy annually. This will go into effect in May 2020. To learn more about the program visit www.fema.gov/nfip.

Zoning Bylaw Amendments – Based on input from Town officials and residents and after consideration and comments from the Planning Board and Board of Selectmen, several proposed zoning amendments were drafted: Accessory Apartments by-right; Free-Standing Portable Signs; Building Height within a Flood Zone for existing structures; and, Relief for retaining walls as they pertain to septic systems. The zoning amendment process is a lengthy and exacting. The Zoning Act, as in regulatory review, defines and shapes the process. Following proper preparation of legal notices, notifications to Planning Boards of abutting towns as well as the Cape Cod Commission and the Massachusetts Department of Housing and Community Development, presentations were made at the Board's public hearings. All four zoning amendment were approved at the May 2019 Annual Town Meeting and the requisite filing requirements were prepared for review for the Attorney General who approved all of the amendments.

Local Comprehensive Plan –The 2019 Annual Town Meeting approved \$200,000 toward the update of Harwich's Local Comprehensive Plan (LCP). The Cape Cod Commission updated the Regional Policy Plan (RPP) in 2019 and the LCP would need to be consistent with the RPP. A Local Planning

Committee will be appointed by the Board of Selectmen who will be responsible for developing and implementing a plan. The plan shall provide for:

- Preparation of a vision statement that expresses the shared values of the community for future growth and development and resource protection;
- Identify existing conditions, including a basic inventory and overview of existing assets/condition in the town;
- Identify and define planning and land use goals;
- Identify and prepare a capital facilities plan;
- Build on the existing housing plan, as needed or identified;
- Recognize the unique history, attributes and needs of Harwich;
- Coordinate with the Commonwealth of Massachusetts and other regional plans, and
- Identify and prepare a targeted action plan and schedule.

The various elements of the Plan can provide a process for the Town to act consistently in meeting the goals and needs of the Town. The Cape Cod Commission approved new guidelines for the preparation of the LCP. We hope to solicit a consultant in 2020 to assist with this update.

Municipal Vulnerability Preparedness Plan – With assistance from other agencies, I prepared a Municipal Vulnerability Preparedness (MVP) Program Planning grant application and the Town received a grant for \$20,000 to hire a consultant to assist with the preparation of the MVP Plan. The (MVP) Program provides support for cities and towns in Massachusetts to begin the process of planning for climate change resiliency and implementing priority projects. Through the RFQ process, the Town hired the Cape Cod Commission as our consultant. Two kick off meetings were held with key Town Staff to outline and prepare for a Stakeholders meeting set for January 31, 2020.

Cultural District – In 2018 Town of Harwich, the Harwich Chamber of Commerce, the Harwich Cultural Council and the Massachusetts Cultural Council signed the Harwich 'Cultural Compact' in the spirit of partnership and public service, understanding that we serve the people of our Commonwealth and that they deserve the richest and most diverse cultural life possible." I have had the great pleasure of working with Cyndi Williams, Executive Director of the Harwich Chamber of Commerce on nominations for a Cultural District in Harwich Port, as well as Harwich Center. Additionally, Cyndi and I were able to obtain a grant for \$10,000 from the Massachusetts Cultural Council to assist with upgrades to the Harwich Cultural Center auditorium and kitchen.

Affordable Housing Trust – Along with our Part-time Housing Coordinator, Pelinda Deegan and Andrea Aldana, Director of Housing Advocacy with the Community Development Partnership, we provide staffing assistance to the Affordable Housing Trust. The Trust meets monthly at Town Hall. For additional information visit the town website www.harwich-ma.gov

Assistance to other Town boards, committees and commissions – I continue to work with the Real Estate and Open Space Committee to provide them with information and support in their quest to locate and acquire suitable lands for a variety of town needs. I prepared documents for the Traffic Safety Committee including a Cross Walk Policy and a Traffic Calming Policy. Both policies were approved by the Board of Selectmen. Additionally, I assisted the Town with its application for designation as a Green Committee. As available, I provide assistance to any Town Board, Committee or Commission in need.

Public Service – The Planning Department is committed to continuing to provide extensive assistance and information to the Town's residents, general public, attorneys, realtors, prospective buyers, as well as other local, regional, state or federal agencies.

In late 2019 I announced my retirement from the Town of Harwich in July 2020. I began my planning career on Cape Cod in 1987 (of course I was only 12 years old when I started) and for the most part I have loved every minute. I want to truly thank Elaine Banta, my trusted Planning Assistant for her support and work. I look forward to assisting in any way that I can in finding a new Town Planner for Harwich. I would also like to thank everyone at Town Hall and all the citizens and board members and I hope to see you around the Cape working on projects close to my heart.

Respectfully submitted,

Charleen L. Greenhalgh
Town Planner

Report of the **Pleasant Bay Alliance**

The Pleasant Bay Alliance is an organization of the Towns of Harwich, Chatham, Orleans, and Brewster. Formed through an inter-municipal agreement, the Alliance is charged with implementing the Pleasant Bay Resource Management Plan. The Plan encompasses the Pleasant Bay Area of Critical Environmental Concern (ACEC) and Pleasant Bay watershed. The Alliance develops and distributes public policy recommendations, technical studies and public information/educational materials, all available on the Alliance website, www.pleasantbay.org. Highlights from 2019 are described below.

The Alliance coordinated Watershed Permit implementation activities under a \$250,000 grant from the Southeast New England Estuaries Program, a program funded by US EPA. Implementation activities funded under the grant include a study of Innovative/Alternative septic systems; a pilot project for shellfish aquaculture for nitrogen removal; a nitrogen trading demonstration project, and; updating of the linked water quality model used by the Massachusetts Estuaries Project. Work on these implementation tasks will continue in 2020.

In accordance with an inter-municipal agreement among the Towns of Chatham, Orleans, Harwich and Brewster, the Alliance compiled and filed the first Watershed Permit annual report to the Massachusetts Department of Environmental Protection and Cape Cod Commission. The annual report tracks progress on implementation activities set forth under the Watershed Permit.

Working with the Harwich Natural Resources Department, the Alliance completed the 20th season of the Pleasant Bay Water Quality Monitoring program. Trained volunteers collected samples at 25 bay-wide sites achieving a 90% collection rate. Data from the program are used for local and regional nutrient management planning and implementation.

The Alliance applied for and obtained a \$70,050 FY2020 coastal resilience grant from Massachusetts Coastal Zone Management. The grant will fund a project to help Salt Marsh resources in Pleasant Bay keep up with sea level rise. The project includes an assessment of Salt Marsh vulnerability and living shoreline suitability in Pleasant Bay.

The Alliance wishes to thank the citizens of Harwich for your ongoing support.

Respectfully submitted by:

Allin Thompson, Jr., *Alliance Steering Committee*

Dorothy Howell, *Alliance Steering Committee*

Heinz Proft, Dir., *Natural Resources Dept.,*

Alliance Technical Resource Committee

Amy Usowski, *Conservation Agent,*

Alliance Technical Resource Committee

John Rendon, *Harbormaster, Alliance Technical Resource Committee*

Carole Ridley, *Alliance Coordinator*

Report of the **Department of Public Works**

To the Honorable Board of Selectmen and the residents of the Town of Harwich:

I hereby submit my Annual Report on the activities of the Department of Public Works in 2019.

On July 23, 2019, the Town of Harwich was hit by several tornados that left unprecedented amounts of tree damage and nearly the entire town without power. Luckily, there were only modest amounts of property damage and no reported injuries, which was a miracle given the destruction. A State of Emergency was declared immediately by the Board of Selectmen, the Emergency Operations Center was opened and all activities were focused on public safety and damage assessments. Given that many roads were impassable due to downed trees and wires, DPW crews were assigned to assist Fire and Police in getting to high priority locations along with helping Eversource crews clear trees from wires from roads. On July 24th, Governor Baker came to Harwich to view the damage for himself and consequently allocated approximately 300 people from State agencies such as MassDOT, Department of Corrections, Department of Conservation and Recreation, Massachusetts Emergency Management Agency and the National Guard to aid in the cleanup process. In addition to those State resources, the Towns of Brewster, Sandwich, Falmouth, Bourne, West Bridgewater, Holbrook, Mansfield and Scituate sent chipper and tree crews to assist with the cleanup. Although managing these many assets in addition to our own crews was controlled chaos at best, the Town was essentially back to normal in two weeks. Had we not been fortunate enough to receive the additional assistance, it would have taken us several months to clean up the debris. To give you some perspective, consider this: normally we accept about 10,000 cubic yards of brush at the Disposal Area in a year. In 3 weeks we took in 50,000 cubic yards, or five times what we take in a year. I am extremely proud of the men and women of the DPW for outstanding and selfless response they gave to one of the worst natural disasters the Town has ever seen. It is truly a privilege to lead them.

On November 23, 2015, at a Board of Selectmen's meeting, I proposed a stand-alone project to reconstruct Lower County Road to address numerous deficiencies including the poor condition of the road, structural defects with its base, a non-ADA compliant continuous sidewalk and old and failing drainage systems. At that meeting I informed the Board that although Lower County Road is eligible for State funding in the Transportation Improvement Program, there is no way to meet the Complete Streets criteria (sidewalks and bike lanes

on both sides of the street) within the Town's 40' Right of Way. In advance of the project, the Water Department completed \$1.2M worth of water main upgrades on Lower County Road, clearing the way for its reconstruction. Although the Engineer's construction cost estimate was \$5.6M, the low bid on the project was \$4M, which I was elated about. Unfortunately, the 2019 Town Meeting voters did not share my enthusiasm and rejected the funding for the project. Subsequently, the Board of Selectmen requested a plan for the road, which we provided and they approved. The plan includes the installation of new drainage systems at three sites, partial depth patching to improve ride quality and a Chip Seal top coat that provides a new wear surface and seals the roadway.

In 2016 I proposed pursuing another Transportation Improvement Project (TIP) on Route 28 in West Harwich from the Dennis Town line to the Herring River Bridge. TIP projects are one way to maximize our limited maintenance dollars with State and Federal funds, where the Town is responsible for engineering and designing a project. Once the design is completed and accepted by the State, the project becomes theirs, with MassDOT bidding, awarding, and overseeing all aspects of the project until its completion. The primary impetus in proposing this project was that the Town of Dennis has an approved and funded TIP project for the Dennis Port area of Route 28. Since their current project excluded the traffic signals at the Town line, Harwich and Dennis made a joint application to MassDOT that would upgrade both traffic signals and hopefully alleviate the long backups that occur at this intersection during the summer months. The joint project was accepted by MassDOT through the Transportation Improvement Program with a preliminary construction estimate of \$5.6M slated for 2024 (originally programmed for 2022). To help pay for Harwich's estimated engineering costs of \$330k, the Town signed a Memorandum of Understanding with the Cape Cod Commission to utilize \$175k in Traffic Mitigation funds for that purpose. To date, the Town has held a kickoff meeting, 3 site walks including one open to the general public, a brainstorming session with the public and 2 meetings with MassDOT, Cape Cod Commission, Town of Dennis personnel and VHB. We anticipate that MassDOT will schedule the 25% Design Public Hearing sometime this summer.

In 2014 National Grid placed a moratorium on new gas services due to capacity limitations in their system until they were able to upgrade their main transmission lines. Unfortunately, 9 + miles of Main Replacement Plan were in the Town of Harwich. The Town of Harwich DPW and Police Department have worked as cooperatively as we could with National Grid in an effort to get the natural gas moratorium lifted as soon as possible. Examples of this include allowing National Grid to continue construction during the summer months, which is normally prohibited, allowing some holiday and weekend work and working to resolve any conflicts as quickly as possible. These efforts allowed

National Grid to lift the moratorium on any new services on April 1, 2019. As part of the Town's restoration requirements, National Grid will be resurfacing all 9+ miles of roads in Harwich that they worked on with a curb to curb overlay tentatively scheduled for fall 2020.

The following briefly describes accomplishments and duties of each department within the DPW. It should be noted that during hazardous conditions, such as snowstorms and hurricanes, all Department personnel function as one cohesive unit for the duration of the event and subsequent cleanup. Additionally, personnel are temporarily assigned to other Divisions within the Department as workload and staffing dictate.

Building Maintenance Department

The Building Maintenance Department consists of four full-time employees. They are responsible for routine and preventative maintenance of over 35 Town-owned buildings, with over 260k square feet of space. There are over 40 additional areas that are also maintained by the department such as the Town Gardens, beach stairs and walkways etc.... They are also responsible for the setup and breakdown for Town Meetings and Elections. In addition to routine work, this department completed several building projects during 2019:

- Worked jointly with the Fire Department with the construction of the new Station II facility. Attended bi-weekly meetings and provided quality assurance oversight through routine inspections.
- Worked with the Massachusetts Department of Energy to obtain a grant through the Green Communities. The grant was approved for the installation of high efficiency boilers, energy management system, pump and fan motor variable frequency drives at Brooks Free Library. The total cost of the project was \$311,138.00. After the approved grant of \$152,910.00 and utility incentives, the cost to the operating budget and taxpayers will be only \$13,457.40. This is also estimated to provide \$5,594.00 in annual utility costs.
- Worked with Cape Light Compact retrofitting the lighting in the Cultural Center, Brooks Free Library and Brooks Academy. These projects valued at \$167,877.30, cost the Town \$0 with an expected savings of \$33,334.51 in utility costs.
- Completed the upgrades to the energy management systems for the Town Hall, Fire Department Headquarters, Police Station and Community Center. These upgrades were approved during the May 2018 Annual Town Meeting in Article 10. The upgrades include the capability of remote control of the HVAC system through the internet.
- Worked with the Cape and Vineyard Electric Cooperative, Inc. with the planning of solar array systems to be installed at Cranberry Valley Golf,

Community Center, Public Safety and an as of rights location west of the landfill.

- Installed a new high efficiency boiler and an on demand domestic hot water system in the Albro House.
- Contracted and oversaw the installation of a new whole building 130 KW generator and automatic transfer switch for Brooks Free Library. This new generator will operate life safety equipment, as well as the HVAC system during long power outages. Approved Article 10, 2017 Annual Town Meeting.

This department also responded to and completed over 755 work orders (requests for service) during the year. These included repairing broken windows, light fixtures and locks on various Town buildings, repairing bathrooms, fixing leaks in ceilings, replacing broken tiles, moving furniture and office equipment, and coordinating repair services with outside contractors when appropriate.

Custodial Department

The Custodial Department, which consists of one part time and five full-time employees, is responsible for maintaining the cleanliness of the Town Hall, Community Center, Police Department, Harbormaster Administration, Library, Cultural Center, and the Albro House.

Routine maintenance for this department includes:

- Sweeping, vacuuming, mopping, dusting, waxing, polishing, buffing, and cleaning of floors and carpets
- Cleaning and sanitizing restrooms and locker rooms, replenishing supplies
- Cleaning, dusting furniture, walls, fixtures, drinking fountains, blinds, lights, etc....
- Opening, closing, unlocking, locking the facilities as needed
- Arranging the facilities for planned events (i.e. setup/breakdown of tables, chairs)
- Maintaining building security during activities

Disposal Area

The Harwich Transfer Station/Recycle Center is open seven days a week from 8AM-4PM, 362 days a year.

Harwich continues to participate in the Barnstable County Sharps Collection Program. This service provides patrons (free of charge) with designated sharps collection containers that can be filled with contaminated hypodermic needles and given to the Transfer Station attendant.

In July, a tornado passed through Town, causing a good bit of damage, but fortunately no injuries. Working with other departments in Town, as well as outside resources who came to assist, a total of 50,000 cubic yards of debris was collected in three weeks.

Of course, the main component of the facility is the removal of municipal solid waste (MSW), recycling materials, and other waste materials from the Town. The MSW is loaded into 100-yard trailers and transported to the SEMASS facility in West Wareham, Massachusetts, approximately 50 miles from Harwich. Disposal Area staff made 353 trips to this facility moving a total of 8,369 tons of MSW. The second component of the operation is the drop-off Recycling Center, located east of the Transfer Station. The site consists of ten roll-off containers and several tables. A total of 1,314 tons of recycled material was hauled mostly to Westport and accounted for a total of 165 trips. The last major component of the operation is known as the C&D pad. C&D (construction and demolition, i.e. wood waste from building and remodeling, shingles, unusable furniture and mattresses) is dropped off on a concrete pad south of the Transfer Station, where it is processed to increase density and then loaded into 100-yard trailers for transportation to NER, which is a facility in Taunton. Harwich vehicles made 737 trips, hauling a total of 12,489 tons of C&D.

The Town offers the following programs to residents:

- Paint Recycling (daily, April through October) Residents may drop off unwanted paint and paint-related products or pick up good paint for reuse.
- The Treasure Chest is open Saturday and Sunday from 9AM-3PM, year-round, for residents to drop off or pick up useful items in good condition. Many thanks to the Treasure Chest volunteers for their hard work and dedication.
- Automotive Product Recycling (daily, year round) for drop off of used oil, antifreeze, gasoline, and oil filters.
- Composting of Grass and Leaves (daily, year round). Material must be weighed, but there is no charge for residents.
- Harwich hosts the Household Hazardous Products (HHP) collections for Harwich, Brewster and Chatham, in which unwanted household chemicals are collected. Collections are held on the second Saturday of each month from May through October, 9AM-12PM. During the 2019 HHP collections, the Disposal Area staff served 276 cars, recycling a total of 3,300 gallons of paint, 1,760 gallons of gasoline, and 2,695 gallons of pesticides, cleaners, and other materials which would be hazardous to the environment.
- The Disposal Area also collected 3,050 gallons of waste oil.

In addition to the above, we continue to accept the following items for a fee: brush, TVs, computers and monitors, propane tanks, tires, refrigerators, air conditioners, scrap metal, and appliances.

Highway Department

The Highway Department's primary responsibility is the maintenance, construction, and repair of 142 miles of public roadway. Staff consists of 8 full-time employees and 2 seasonal workers. Ongoing department programs include annual crack sealing, pavement resurfacing, pavement surface treatments and catch basin repair, replacement, and cleaning. In addition, this department is responsible for the snow and ice removal on 200 miles of public and private roadways, street sweeping, pothole patching, sign maintenance, pavement marking maintenance, and seaweed removal on Town-owned beaches. In addition to the above-mentioned activities, the Highway Department completed the following in 2019:

- Installed 41 drainage systems
- Reconstructed 34 drainage systems
- Patched potholes and made road repairs using 47.5 tons of asphalt
- Cleaned 254 catch basins with Town-owned equipment
- Maintained all Town owned beaches from May through September
- Completed street sweeping the entire Town, including all Town buildings and municipal lots, by September 27, 2019
- Striped 55.65 miles of road
- Completed maintenance striping of 11 municipal parking lots
- Completed tree pruning on 14 Town roads
- Completed road side mowing on all main roads and started on secondary roads
- Installed 54,373 sq. yds. of chip seal on 22 Town roads
- Paved 1 road using 876 tons of machine-placed asphalt and 25.05 tons of hand-placed asphalt, also loamed and seeded the road shoulders
- Responded to 706 work orders (requests for service)
- Maintained 11 gravel roads and 8 gravel parking lots
- Prepared parking lot for paving, installed fencing, and numerous plantings for the Saquatucket Harbor Project
- Assisted Harwich Conservation Trust with the construction of a new parking area for Cornelius Pond Woodlands
- Assisted the Conservation Department for 16 days with maintaining both Thompson's Field, Cornelius Pond Woodlands, and Teixeira's Field, utilizing a skid-steer loader and brush mower

Park, Cemetery, and Forestry Departments

These departments are responsible for the maintenance of 6 parks, 7 athletic fields, 19 memorial squares, the grounds of 14 Town-owned buildings, the Town Gardens, and the bicycle trail, the care, maintenance, preservation, and improvement of 17 Town-owned cemeteries, and the planting and maintenance of all shade trees on Town property.

The staffing of these three departments consists of four full-time and four seasonal employees.

Routine maintenance for the Park and Cemetery Departments was as follows:

- Parks, Grounds, and Memorial Squares – These were mowed regularly from mid-spring through mid-fall. Pruning, raking, cleanup, watering, and the painting and repairing of benches were done as staffing permitted, with assistance from the Cemetery and Highway Departments.
- Athletic Fields – These were mowed twice weekly and prepared for games daily from mid-spring through mid-fall. Raking, pruning, watering, cleanup, and repairs to fences, irrigation systems, and drainage systems were done as necessary.
- Maintained irrigation systems for all athletic fields and Town buildings. Repaired several major breaks in piping and replaced broken sprinkler heads as needed.
- Bicycle Trail – This was patrolled on a weekly basis throughout the year for litter, washouts, debris, and other safety issues. The bike trail was mowed several times over the summer and was pruned and brushed when needed.
- Contracted with Seaside Arborists for nineteen days to remove roadside trees that were dead, dying, or otherwise in danger of falling.
- Cemeteries – Two full-time employees and one seasonal were dedicated to mowing and maintaining the Town's nearly 100 acres of cemeteries. When help was available from the Park Department, trimming, raking, and other routine maintenance was carried out.
- Cemeteries – Assisted with burial mark-outs and lot surveying

In addition to the routine maintenance listed above, the employees of these departments assisted the Vehicle Maintenance Department in welding, fabricating, and repairing vehicles, plows and sanders, and completed the following projects:

- Installed new irrigation systems and seed lawns at the Saquatucket Harbor Maintenance Building and the newly constructed Fire Station 2, with the assistance of the Highway and Golf Departments
- Installed new fence cap at Potters Field
- Replaced the well pumps at McPhee Soccer Field and the Community Center
- Removed over 22 diseased trees in the cemeteries with help from the Highway Department and contracted with Seaside Arborists to remove 52 trees from the cemeteries
- Relocated gazebo from Queen Anne Road location to Evergreen Cemetery
- Along with the other departments of the DPW, assisted with the Town-wide cleanup after the July 23rd tornado

The Park Department would like to extend a very sincere thanks to Shawn Fernandez and the Golf Department staff for their invaluable knowledge and assistance throughout the year. We would also like to thank Bev & Tim Millar and Tom Landis for maintaining and filling the Mutt Mitt Dispensers, as well as the Bikeways Committee for their diligence in patrolling and helping to maintain the bike trail.

Beaches and Town Restrooms

Maintenance of the 20 Town-owned beaches and 9 restrooms was performed as a joint effort between the Highway, Park, and Building Maintenance Departments. The seaweed was removed weekly from Red River Beach, and periodically from Bank Street, Pleasant Road, and Earle Road Beaches. It was also removed from Belmont Road Beach as needed. Public restrooms were cleaned and stocked twice a day during the summer. Windswept sand was cleaned from the parking lots and beaches were patrolled for litter as staffing permitted.

Vehicle Maintenance Department

The Vehicle Maintenance Department, which consists of four full-time employees, is responsible for scheduling, servicing, and repair of the Town's entire fleet of vehicles and equipment, consisting of cars, trucks, loaders, sweepers, catch basin cleaner, tractors, trailers, police cruisers, fire engines, ambulances, and mowers. This department also maintains the Town's fuel dispensing system and its small equipment, as well as registering, insuring, and handling accident claims for Town vehicles.

The following is a partial list of some of the repairs and maintenance accomplished in 2019:

- Performed Massachusetts State Inspection on 120 vehicles & pieces of equipment
- Performed 107 major and minor services to Town vehicles and equipment
- Performed 1,090 repairs to Town vehicles and equipment
- Prepared and maintained trucks and equipment for roadside mowing, beach cleaning and street sweeping
- Prepared 11 vehicles for intra and inter-departmental swaps
- Prepared Town trucks and equipment for snow and ice removal
- Performed snow and ice removal, storm, and tornado cleanup

In Conclusion

I would like to thank the Board of Selectmen, former Town Administrator Chris Clark and his staff, all the other Town departments for working cooperatively with the DPW throughout the year and the residents of Harwich for their continued support of our Department. Additionally I would like to thank the enthusiastic, conscientious and hardworking men and women of the Department of Public Works. It is truly a privilege to lead them and know that collectively we make Harwich a better Town to live and work in.

Respectfully Submitted,

Lincoln S. Hooper, *Director*

Report of the **Real Estate and Open Space Committee**

This past year Real Estate and Open Space Committee has co-sponsored 2 CPA requests for funds; Deacon's Folly Road co-sponsored with Conservation Commission and Affordable Housing Trust and Cherokee Road co-sponsored with the Conservation Commission.

Real Estate and Open Space Committee has made recommendations to the Affordable Housing Trust regarding properties that may be suitable for affordable housing development. The Committee has made the commitment to attend Affordable Housing Trust meetings as often as possible and work closely with Affordable Housing Trust to provide affordable housing in the Town of Harwich.

The Committee has presented a list of properties to the Board of Selectmen recommended as priorities for Conservation, Housing and Water quality protection. These properties include Town owned, tax lien and owners unknown. Properties brought before us by individuals interested in offering their property for purchase are also evaluated. The Committee continues to review, evaluate and visit properties for the purpose of making informed recommendations.

Real Estate and Open Space Committee currently has one vacancy.

We appreciate the continued support of Art Boden Housing Chair, Amy Usowski Conservation Agent, Charleen Greenhalgh Town Planner and Michael Lach Harwich Conservation Trust.

Respectfully submitted by:

Elaine Shovlin, *Chair*
Katherine Green
Dave Callaghan
Marcie Smith
Carol Porter, *Clerk*
James Donovan

Report of the **Treasure Chest**

The Treasure Chest located on Queen Anne Road adjacent to the Harwich Transfer Station is charged with recycling good, clean, reusable items. It is open all year on Saturdays and Sundays from 9:00 AM to 3:00 PM, staffed entirely by volunteers. Items may be dropped off or picked up on both days. Access to the Treasure Chest is restricted to cars displaying the current Treasure Chest sticker. Stickers are available at Town Hall. All Harwich residents are encouraged to obtain a sticker, come to the Treasure Chest and help with the task of keeping appropriate items out of the trash stream.

The Treasure Chest Committee is indebted to the many volunteers who make the entire operation possible, the staff at the disposal area for their assistance, the former chair of the committee who suggested many improvements to the site and the Board of Selectmen for their continued support.

Janet Evans, *Chairperson*

Report of the **Board of Water Commissioners and Water Department**

The Harwich Board of Water Commissioners and Water Department respectfully submit our Annual Report to the Honorable Board of Selectmen and to the citizens of the Town of Harwich for the year of 2019.

2019 Public Water Systems Awards

In May of 2019, the Harwich Water Department was recognized by the Senate, House of Representatives, and Massachusetts Department of Environmental Protection for Outstanding Performance and Achievement in the Medium and Large Community Water System Category in 2018.

Operations

The Water Department offers a wide variety of services from seasonal water turn on/off, new and renewal water service installation, utility mark outs, final readings for property transfers, backflow inspection and much more. Below is a summary of 3,273 services performed in 2019:

Turn On Service	50	Mark Out Property	553
Turn On (Seasonal)	709	Leak Investigation	81
Turn Off Service	33	Install Meter	26
Turn Off (Seasonal)	610	Hydrants Meter Use	19
Troubleshoot No Read	6	Frozen Meter/Service	17
Site Visit	189	Final Read	404
Service Repair	32	Damaged Box/Gate	16
Service Install/Renew	56	Confirm Meter Read	20
Repair/Replace Valve	16	Change Meter Head	1
Remove Meter	33	Change Meter	402

Projects & Accomplishments

2019 was an eventful year for the Harwich Water Department. Please find some of the more notable projects & accomplishments below:

- Water Main Repair on Lothrop Avenue which included horizontal directional drilling of 292 linear feet of 16" SDR-11 HDPE water main.
- Water Service Replacement Project along the National Grid Project Route began in 2019 and will continue in to 2020. Old metal water services along the project route are being replaced with HDPE pipe from the water main to the curb stop. The project route includes Great Western, Queen Anne, Route 39, Main Street, Depot Street and Depot Road
- Herring River Bridge water main repair

- Replaced 402 meters in 2019 as part of our ongoing meter replacement program
- Sisson Road fuel spill water supply investigation and assessment
- Tornado Cleanup and Assessment of Water Department property damage
- Conducted PFAS sampling for all distribution system entry points, no compounds were detected
- OSHA 10 training for Water Department staff

Water Rates and Financial Overview

The Department successfully completed its first full fiscal year of quarterly billing in 2019. The move to quarterly billing restructured tiers but did not include a rate increase. In fact, rates have not increased since March 2015. However, the Department is currently analyzing water withdrawal and billed consumption to determine the water rate increase that will soon be necessary in 2020.

The stance of the Board of Water Commissioners, with support of the Department, is to keep rates fair and equitable. Water rate increases become necessary when revenues are unable to keep up with inflation, increases to operational and maintenance expenses and/or when a new capital project must be funded. To see what's on the horizon for capital projects for the next seven (7) years, please refer to the Capital Improvements section in our report.

In addition to water rates and services, the Department continues to look for other revenue sources as well as ways to run more efficiently and economically.

FY19 Financial Summary

Expenses

Salary and Wages	1,240,467
Supplies, Services & Maintenance/Repair	1,296,977
OPEB Contribution	50,000
Debt	752,366
Indirect Expenses; Insurance & Employee Benefits	708,022
Total Expenses	4,047,832

Revenues

Water Rates & Recurring Services	3,621,354
Service Repairs & Technical Services	69,125
Service Tight Protection Plan	38,346
Solar Revenue	111,866
Backflow Inspection	20,326
Water Service Installation and Renewals	209,089

Late Fees, Interest, Lien Collection & Penalties	77,407
Wireless Communications Lease	163,794
Investment Revenue	24,088
Total Revenues	4,335,396

Articles (ATM18 for FY19)

ATM18 #19 Utility Trucks (2)	101,825
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Water Enterprise Fund Balance Summary

FY19 Fund Balance	963,833
FY19 Abatements & Adjustments	26,608

Capital Planning

In 2019, the Board of Water Commissioners and Department staff evaluated the aging infrastructure, water consumption forecasts, revenue projections, and the current debt schedule to identify and plan for the future capital needs of the Department.

- Fiscal Year 2021
 - New Source Exploration planning and engineering
- Fiscal Year 2022
 - Route 28 Water main replacement design
 - Station 8 Generator replacement
- Fiscal Year 2023
 - Route 28 Water main construction
 - New Well Construction
 - (2) Fleet/Truck replacement
- Fiscal Year 2024
 - Pavement Management - Well access roads
- Fiscal Year 2025
 - Paint Pleasant Lake Tank
 - (1) Fleet/Truck replacement
- Fiscal Year 2026
 - Water Main Upgrades - Pipe Discontinuity
- Fiscal Year 2027 – No Project(s)

System Maintenance

The Department experienced a number of water main breaks in 2019. Regular distribution maintenance helps minimized the impact to residents and businesses during repairs. For this reason, the Department continues its standard maintenance/monitoring programs, which include:

- **Hydrant Maintenance** - Evaluate hydrant coatings & re-paint where necessary to prevent corrosion & remove and lubricate hydrant cups to maintain ease of access in the event the hydrant needs to be utilized for fire suppression

- **Valve Maintenance** - Vacuum valve boxes to guarantee access to the valves operating nut & exercise the valve by opening and closing to verify it is working order
- **Well & Pumps** - Take manual drawdown readings to check the wells specific capacity, which is used to check the wells current capacity to historical data. This information is used to determine if the well is in need of cleaning & redevelopment, or to verify the pump is functioning in the capacity it was designed
- **Water Storage Tanks** - In addition to the daily site visits, monthly tank inspection reports are completed to document a more thorough evaluation of tank conditions. These monthly reports combined with our contracted annual inspection are used to predict future maintenance needs
- **Water Meter Replacement** - The Department upgrades & replaces all customer meters 15 years or older

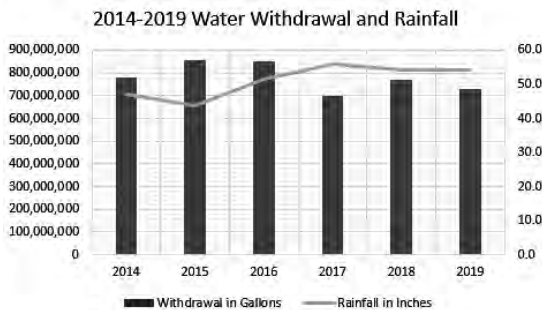
Water System

The original water system was established in 1936. Major expansion projects were undertaken in the 1950s, late 1960s and again in the late 1970s, these expansions made the water distribution system what it is today.

The Water Department operation consists of 14 pump stations, approximately 400 acres of well fields/watershed protection areas, 5 corrosion control facilities, 2 elevated and 1 ground-level water storage tanks and 2 new Greensand Water Treatment facilities which provide service to 9,989 metered accounts, 126 fire sprinkler accounts and 1,360 fire hydrants for fire protection.

Water Withdrawal

The Water Department pumped 729,920,258 million gallons of water from our wellfields during 2019. Most of the water pumped was withdrawn from Chatham Road and Depot Road wells.



Water Quality

The Harwich Water Department is constantly striving to provide its consumers with the best water possible. The water provided to the residents of Harwich is tested numerous times a month for a variety of contaminants.

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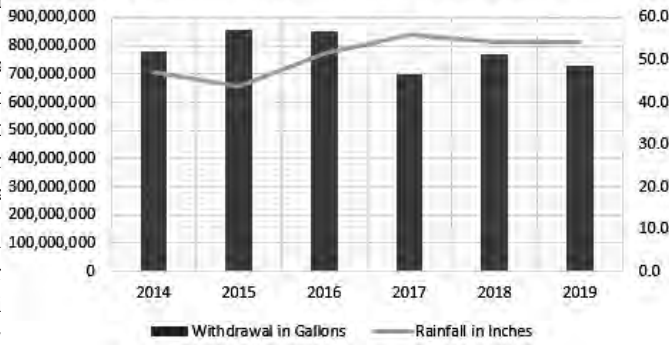
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our precious resource.

2014-2019 Water Withdrawal and Rainfall



Service Tight Protection Plan

As property owner, you are responsible for the repair and maintenance of your water service, and until a problem occurs, you could incur thousands of dollars in repair costs. Harwich Water offers a Service Tight Protection Plan which covers the costs of repairs to your service in the event of a sudden leak. The cost is \$17 per quarter for an annual fee of \$68. You can enroll and learn more by visiting harwichwater.com or by calling the department for a brochure.

Drought Management and Conservation

The Water Department has drought management signs throughout the Harwich Community. During peak season please refer to the signs around town as well as notices on our website for drought notification. We continue to encourage our customers to be diligent in conserving water even if the supply is abundant.

It is important to keep in mind that the average person uses 80-100 gallons of water per day on the following activities:

Bathing & Hygiene	15 gallons per day	Kitchen	7 gallons per day
Housekeeping	1 gallon per day	Laundry	8 gallons per day
Irrigation/Watering	70 gallons per day	Toilet	19 gallons per day

To review your metered water bill, divide your water usage by the number of days in the billing period (approximately 90 days) and by the number of residents of your household to determine your average.

High Consumption and Irrigation Systems

The majority of our high consumption calls come in after the October bill is received. When we receive these calls, the irrigation system usually has been shut down for the season and the seasonal home is vacant. We cannot stress enough the importance of becoming familiar with your irrigation systems to anticipate this expense. You may need the help of your irrigation company to determine the number of zones, number of heads in each zone, frequency of zones running, and how much water is used for a full cycle and/or each day, each week, each month, etc. Consumption should be monitored on a regular basis by checking your water meter reading so if an issue exists it can be corrected immediately. All water that passes through the meter is the responsibility of the homeowner, and who wants to pay for water that is lost?

We would also like to remind our customers who do have an irrigation system that a testable backflow device must be installed on the line that feeds your irrigation system. This device is put in place to protect containments from being pulled back into the public water supply. More importantly, it is a waste of our precious water resource.

Civic Ready to Replace Voice Broadcast System

Civic Ready is a mass communication service available to Town citizens to receive emergency and routine notifications. Civic Ready allows you to manage your own notifications and how you wish to receive them, whether by voice, text, and/or email. Civic Ready has replaced the Town Voice Broadcast System and went live on November 18, 2019. To Sign Up for Civic Ready, please visit www.harwich-ma.gov/home/pages/notifications.

As the Water Department transitions over to CivicReady we will continue to use the Voice Broadcast System. We encourage you to sign up on CivicReady at your earliest convenience and be sure to select Water Department Notification. Moving forward it will be the responsibility of the resident/water customer to keep contact information current in CivicReady.

Conclusion

As we begin 2019, the Board of Water Commissioners would like to thank the dedicated staff and further extend our appreciation to all Town Departments, Town Committees, Boards and Residents for the continued support.

Sincerely,

Board of Water Commissioners

Allin Thompson, *Chairman*
Judith Underwood, *Vice Chairman*
Gary Carreiro, *Clerk*

SCHOOLS

Report of the **Superintendent of Monomoy Regional School District**

Monomoy Regional School District is a community of learners of all ages focused on building knowledge, positive character, and resiliency in a safe, supportive, creative, and challenging environment. The following report summarizes many of the happenings in our community schools during the 2019 calendar year.

The Graduating Class of 2019

June 2, 2019, again found the white tent standing upon the front fields at Monomoy Regional High School, welcoming 112 seniors and their friends and families to celebrate the commencement of the Class of 2019. Perry Comeau was the valedictorian and Caroline Davock was the salutatorian this year. Comeau also received the Massachusetts Association of School Superintendents' Certificate of Academic Excellence Award, acknowledging his exemplary grade point average and contributions to the school and community.

Moving Forward the District's Strategic Plan

The district's first Strategic Objective was to "expand community engagement and partnerships." An initiative that helped moved this forward during 2019 was the development of a mentoring program for at-risk students, pairing individual children with an adult mentor from our community. The Monomoy Lighthouse Leader Mentoring Program was launched by the district's Community Engagement Coordinator at the elementary, middle, and high school level, creating connections between caring adult volunteers and children in need of their mentorship. The district also engaged both the towns of Harwich and Chatham in partnerships to renovate both elementary school playgrounds to provide safe and accessible play spaces for all elementary students as well as a recreational resource for year-round residents and summer visitors.

The district's second Strategic Objective was to "strengthen social and emotional well-being" of children. The district continued to integrate social-emotional learning across all educational settings, using Second Step PreK-3 and Botvin Lifeskills curricula in Grades 3 through 12. Monomoy administered a Social-Emotional Learning survey to students to assess their strengths in five

key areas: self-awareness, self-management, responsible decision-making, social awareness, and relationship skills. Results of this survey were analyzed and used to create individualized supports for students. To support students' well-being, Monomoy continued with its biennial administration of the Youth Risk Behavior Survey to its teenage students – Monomoy Regional has been the only school district on the Cape committed to surveying students on these important topics, presenting the results to the community, and using the data to guide strategic initiatives to better support our teens' safety. Some highlights from the June 2019 survey included: our high school student use of alcohol being below the state and national averages, but with higher frequencies of teens who binge drink; a dramatic increase in vaping in the past couple years (mirroring the vaping epidemic so prevalent nationwide); and concerning levels of teen depression (up significantly since 2016), with a decrease in our students reporting self-harm or suicidal ideation.

The district's third Strategic Objective was to "close the achievement gap." One initiative under this strategic objective was to work with community partners to enhance early learning options in our towns. The district had surveyed Monomoy parents in the spring of 2019 and 84% responded that options for infant/toddler care were inadequate in our area, with 59% of parents similarly responding about the inadequacy of preschool care options. The school district sought to partner with local organizations in an attempt to provide additional options for families within available classroom spaces in each elementary school. The district partnered with the Cape Cod YMCA to open one infant/toddler classroom and one preschool classroom at Harwich Elementary School, where parents pay to use these year-round options. At Chatham Elementary School, the district partnered with Head Start to open a preschool classroom, providing free preschool supports and wrap-around services for some of our area's neediest families.

The fourth Strategic Objective was to "improve curriculum, instruction, and assessment for all learners." Within this objective were initiatives to provide authentic and challenging experiential learning to prepare students for the year 2030 and beyond and to improve our PreK-12 science curriculum. Our 8th grade History curricula was modified to have an experiential civics focus, culminating in Project Citizen, an academic endeavor and competition in which groups of students identify a public policy problem in our community, research the problem, evaluate solutions, and publicly present their solution to government bodies – who often adopt the students' solutions. Several of Monomoy's 2019 Project Citizen collaborations received awards at the state level. Another focus within this strategic objective has been to improve science education within the district by implementing an integrated science and technology class within our elementary curriculum, and this new curricular initiative replaced Spanish language instruction at the elementary level. The

district continues to expose students to both Spanish and Latin in grades 5 through 7, and students have the options of Spanish, Latin, French, or Mandarin at our high school (Grades 8-12).

Improved Outcomes

The efforts of Monomoy Regional's progressive programmatic improvements over the six years since full regionalization began to show in both our accountability rating from the Massachusetts' Department of Secondary and Elementary Education and in some welcome standardized testing results. For both the 2018-2019 and 2019-2020 school years, Monomoy Regional Middle School has been the highest rated middle school on Cape Cod as determined by the state's new accountability rating system, with ratings higher than both Nauset Middle School and Lighthouse Charter School. At our high school, efforts to ramp up the academic program are paying off, with increasing numbers of students accessing our AP program and excelling on AP tests that can be used by our graduates for college credits (when they earn scores of 3 or higher). One-hundred percent of our AP test takers received scores of 3 or higher on the AP Calculus, AP Computer Science, and AP French exams.

Academic Excellence

On Wednesday, November 20, 2019, Monomoy Regional High School held its 6th Annual Breakfast of Excellence, honoring students for a variety of academic achievements, including those who earned perfect MCAS scores, National Merit Scholars, John and Abigail Adams Scholarship recipients, and AP Scholar award winners. Monomoy was proud to have three students who earned a perfect score on the MCAS exam during the 2018-2019 school year. These students were: Trey Cox, ELA; Aliza Pillsbury, ELA; and Colby Jones, Math.

To be named a National Merit Commended Scholar, students' junior year PSAT scores are compared with other students in their state. The Monomoy students who ranked within the top 3% to 4% for students in the state of Massachusetts and have been commended as National Merit Scholars were Sage Barnes and Shannen Holbrook.

The John and Abigail Adams Scholarship is a merit-based program that provides a credit toward tuition for up to eight semesters of undergraduate education at a Massachusetts state college or university, based on student scores on the 10th grade MCAS test. The Monomoy Regional High School Adams Scholarship Award winners were: Jack Archibald; Sage Barnes; Alison Barrett; Jenna Beebe; Sarah Blake; Milagra Bologna; Jaymie Buffington; Rory Carpenter; Samuel Chase; Kenneth Cohrs; Noah Concordia; Joseph Cottle; Margrette Dery; Kyle Gabri; Kaitlyn Germann; Cassidy Goodwin; Jared Gula; Olivia Hart; Shannen Holbrook; Caraline LaBelle; Kaitlyn Lyons; Ross Martin; Zachary Parker; Alexandra Payne; Joshua Poitras; Lillian Ryan; Ashlee

Shuemaker; Annabelle Sims; Julie Slade; George Spalt; Daniel Street; Matthew Velasquez; Brandon Willis; Steven Young; and Jason Zaloom.

In addition, numerous Monomoy students were honored for their AP exam results. The students receiving AP Scholar recognition (granted to students who receive scores of 3 or higher on three or more AP exams) included: Jack Archibald; Sage Barnes; Sarah Blake; Jaymie Buffington; Kenneth Cohrs; Ashley Hunt; Caraline LaBelle; Lillian Ryan; and Julie Slade.

The Monomoy students named AP Scholars with Honor (granted to students who receive an average score of at least 3.25 on all AP exams taken, and scores of 3 or higher on four or more of these exams) were Milagra Bologna and Shannen Holbrook.

Monomoy alumni from the Class of 2019 were also recognized at the Breakfast of Excellence for their AP scores. AP National Scholar (granted to students who receive an average score of at least 4 on all AP exams taken, and scores of 4 or higher on eight or more of these exams): Perry Comeau. AP Scholars with Distinction (granted to students who receive an average score of at least 3.5 on all AP Exams taken, and scores of 3 or higher on five or more of these exams): Danny Arregoces; James Kiernan; Caroline Davock; James Kiernan; Samantha Mahoney; Patrick McGill; Taylor Morris; Alan Papenfuhs; and Isaiah Stafford. AP Scholars with Honor: Cameron Archibald; Samantha Barr; Sean Stone; and John Ulrich. AP Scholars: Christopher Hall; Abigail Higgins; Hannah Marty; Molly McKenna; Hannah Mitchell; Hunter Murphy; Ryan Neiser; Lucy Ryan; Lindsay Smith; Erin Starkey; and Mary Wall.

Monomoy Performing Arts and Athletics

The performing arts across the grade levels continued to be a highlight of the district, including Monomoy's instrumental, choral, and drama programs. Our high school ensemble performed the musical *Newsies* in the spring and Fred Carmichael's play *Done to Death* in the fall. The middle school's spring production was *Peter Pan* and the fall production was *Charlie and the Chocolate Factory*. Harwich Elementary School also launched a popular drama club and students performed *Peter Pan Junior* in the spring. Numerous Monomoy students qualified for a variety of choral and instrumental honors and festivals, including the All Cape and Island Southeast District Awards.

The 2019 Calendar year was another exciting year for the high school athletic programs. Monomoy's teams were competitive in the Cape and Islands League, and a majority of the teams made post-season tournament play.

Monomoy's winter sports teams found the Boys Varsity Basketball team finishing second in the Cape and Islands League for the second year in a row and advancing to the quarter finals of the South Sectional tournament. The team was led by league All-Stars Isaiah Stafford, Jamie Routhier, Christopher

Hall, and Jason Ready. The Boys Basketball team was also awarded the IAABO Board 152 Team Sportsmanship Award. The Girls Varsity basketball team also qualified for state tournament play advancing to the quarter finals of the South Sectional tournament. The girls were led by league All-Stars Maggie Dever, Erin Starkey and Melissa Velasquez. Girls Basketball was also awarded the Cape and Islands League Sportsmanship Award. Boys Varsity Ice Hockey continued their coop with Mashpee and qualified for state tournament play for the first time in three seasons. The team was led by Cape and Islands League all-star Cole Currie. Girls Varsity Ice Hockey continued their coop with Nauset and Cape Tech and were led by Atlantic Coast League All-Star Molly McKenna.

The spring season saw success from the Varsity Softball team as they compiled their third consecutive Cape and Islands League Championship. The softball team finished the season as the Division 4 South Sectional Finalists led by Cape and Islands League MVP Mollie Charest along with Cape and Islands League All-Star Samantha Barr. The Varsity Baseball team qualified for state tournament play advancing to the South Sectional Quarter Finals. The team was led by Cape and Islands League All-Stars Logan Routhier, Joe Cottle, and Sean Gould. Varsity Boys Lacrosse qualified for state tournament play led by Cape and Islands League All-Stars Kyle Charlot, Mark Pawlina, and Kyle Gabri. Varsity Girls Lacrosse also qualified for state tournament play led by Cape and Islands League All-Stars Abby Wallace, Maddie Flaherty, and Kaitlyn Lyons. Varsity Boys Tennis qualified for state tournament play led by Cape and Islands League All-Stars Danny Street and Isaiah Stafford. Varsity Girls Tennis had a successful year qualifying for state tournament play led by Cape and Islands League All-Stars Lindsay MacDonald, Ava Barbella-Ranello, and Aliza Pillsbury. The Varsity Girls Track team won the Cape and Islands Team Sportsmanship Award led by Cape and Islands League All-Stars Alice Murphy, Caroline Davock, Nikki Awalt, and Emily Blake. The Varsity Boys Track team also had a great season led by Cape and Islands League All-Stars Ryder Robbins, Steven Young, Aiden Melton, and Perry Comeau. Unified Track was added for the first year and found great success. The Varsity Girls Golf team was led by Mass Bay League All-Stars Caroline Howard, Jane Howard, and Jennie Grogan. Sailing had another successful year on the water competing in the NESL against other Cape and Islands schools.

The spring marked the beginning of a new athletics tradition in acknowledging two seniors at convocation as Scholar Athletes of the Year. Isaiah Stafford and Caroline Davock took home the honors in 2019.

The fall teams kicked off the new school year and the new expanded Cape and Islands League with some great successes. The Varsity Field Hockey team won the Cape and Islands Lighthouse Division and qualified for state tournament play. They were led by Cape and Islands Lighthouse Division League MVP

Caroline DiGiovanni, along with Cape and Islands League All-Stars Nikki Awalt, Carly Dimock, Holly Evans, Jessie Currie, and Ali Barrett. The team was also presented with the MIAA Team Sportsmanship Award. The Varsity Boys Soccer team finished the season strong by qualifying for state tournament play and advancing into the first round. The team was led by Cape and Islands Lighthouse Division MVP AJ Williams and Cape and Islands League All-Stars Sean Deveau, Ryan Meehan, and Sam Chase. Varsity Girls Soccer had a good season led by Cape and Islands League All-Stars Josephine Ganshaw, Dakota Hesse, Leah Nash, and Lexie Hyora. Varsity Boys and Girls Cross Country had a good season of growth led by Cape and Islands League All-Stars Steven Young, Ryder Robbins, Gareth Vos, Courtney Dery, Margo Dery, and Rhiannon Vos. Varsity Boys Golf had a good season led by Cape and Islands League All-Stars Grady Howell and Jason Metters. Football finished their season strong with a big win on Thanksgiving Eve led by Cape and Islands League All-Stars Elijah Beasley, Tyler Potter, and Justin Sneed. Cheer supported their teams every step of the way led by senior Emma Santoni.

Finance and Capital Projects

The FY19 General Fund budget presented to each community's Town Meeting was \$39,708,354, a 4.18% increase over the prior fiscal year. The FY20 General Fund budget was \$40,751,482, a 2.6% increase over FY19. Detailed budget information is always made available on the school district's website and is provided to each town's library and Town Hall, per the district's regional agreement.

The Monomoy budget is the amount it costs to fund the education of children in Harwich and Chatham. The Assessment is the amount each town pays to fund the Monomoy Regional School District according to the formula in the district's Regional Agreement. The enrollment of students attending public schools in each town is calculated using a three-year rolling average of the foundation enrollments to determine how much each town pays for Monomoy budget. The Operating Assessment in FY19 was 73.25% Harwich (26.75% Chatham), and increased slightly towards Chatham in FY20, with a three-year rolling average split of 73.45% Harwich (26.55% Chatham). Each town also has a "minimum required contribution," calculated by the State, using the number of school-aged children in the town attending public schools and real estate and income wealth within the town. The FY20 Assessment for Chatham (including debt) was \$9,138,886, a .78% decrease over the prior fiscal year. The FY20 Assessment for Harwich (including debt) was \$26,643,415, a 4.04% increase over the prior fiscal year.

Monomoy's FY20 budget season found mutual support from the selectmen and finance committees in both towns. The FY20 budget presented by the Superintendent was a level-staff budget, maintaining programs and staffing

within the district, and moving forward a shift from a Spanish “special” for all elementary students to a science/technology “special.”

Since regionalization, the school district has maintained a 5-year capital and technology plan, with the goal of ensuring that both the physical plants and technology infrastructure continually support learning and preserve the towns’ facilities investments. During the 2019 calendar year, several capital and technology improvements (each over \$3,000) were made, including:

- Roof repairs and maintenance for all schools in the district
- Install a sink in science room at Chatham Elementary School
- Installation of two ADA-compliant preschool bathrooms at Harwich Elementary School
- Installation of intercom system at Harwich Elementary School
- Upgraded wireless networks at Chatham Elementary School and Harwich Elementary School
- Carpet replacement at Harwich Elementary School Activity Room

Enrollment & School Choice

The ratio of Harwich to Chatham children based on the district’s “foundation enrollment” for the fiscal year was 73.25% Harwich (26.75% Chatham) in FY20, this increased slightly for Harwich to 73.45% (26.55% Chatham) in FY20. Here, foundation enrollment includes all resident children in a town for which the district is financially responsible – these include children from Harwich or Chatham attending Monomoy, another local school district through school choice, or a charter school. Children attending Cape Cod Regional Technical High School or private schools are not included in a district’s foundation enrollment.

Monomoy continues to be one of the few school districts on the Cape that brings in more school choice tuition than sends out to other districts. Based on June 2019 school choice enrollments, the district received 258.2 students through the school choice program, and with them came \$1,424,309 in tuition. The district concurrently has paid out \$1,159,370 in school choice tuition for 177.5 Chatham and Harwich children attending school in other districts. This represents 12.86 additional students attending Monomoy via school choice than the prior year, and 45.6 fewer resident students choosing to attend other districts.

The 2018-2019 academic year saw an 11-student increase in Chatham and Harwich resident students opting for more expensive charter schools. The total number of children opting for area charter schools increased to 78 students. These students take with them a net \$1,298,471 in charter school tuition from the district’s operating budget.

Staff Retirements

During the 2019 calendar year we bid farewell to a number of retiring educators from our district. Combined, this group dedicated 233 years of service to the children of Harwich and Chatham. We appreciate and honor the service of each:

- Leslie Baker, French Teacher, MRHS, 20 years
- Larry Brookhart, Technology Teacher, HES, 23 years
- Janice Campbell-Schofield, Teacher, CES, 34 years
- Donna Chase, Special Education Teacher, HES, 11 years
- Susan Domenick, Occupational Therapist, MRSD, 22 years
- Robert Donovan, Custodian, HES, 38 years
- Sharon Gleason, SPED Teacher Assistant, MRHS, 23 years
- Lisa Goggin, SPED Teacher Assistant, HES, 13 years
- Suzanne Hogg, Cafeteria, HES, 24 years
- Linda Panuczak, SPED Teacher Assistant, MRHS, 6 years
- Jill Proudfoot, Cafeteria, MRMS, 19 years

Saying Goodbye to Beloved Playgrounds

Both of the playgrounds at Chatham Elementary and Harwich Elementary were in decline and the ground cover at each prevented accessibility for mobility-challenged users. Efforts had been underway, spearheaded by parent groups at each elementary school, to bring the play structures up-to-date and up to code. Chatham's Community Preservation Committee approved the Chatham Elementary School project to receive a \$295,000 CPA grant, which was subsequently supported by Chatham's voters at their May 2019 Town Meeting. After many rainy days throughout the fall of 2019, the new playground was installed and the ADA-approved rubberized ground cover was poured as 2019 closed.

In Harwich, the 25-year-old and much beloved Castle in the Clouds playground was showing signs of rapid deterioration. The Castle was an elaborate wooden play structure constructed by community volunteers in 1994. These types of playgrounds typically have a lifespan of only 20 years and was one of the last remaining wooden play structures in the region. Concerns about splintering and other injuries prompted the School Committee and Harwich Selectmen to vote to raze the structure, and in late October, the Harwich DPW demolished the Castle to make way for a new playground. The school, town, and parents united behind a Community Preservation Act grant for a new playground with the hopes of it being supported by the Community Preservation Committee and Harwich Town Meeting in 2020.

Continually advancing the Monomoy Mission

Whether in the classroom, on the athletic fields, in the performing arts, or in our extracurricular programs, we offer a vibrant and strong educational program for children. As a district, we hold true to our Mission Statement, being “a community of learners of all ages focused on building knowledge, positive character, and resiliency in a safe, supportive, creative, and challenging environment.” We are committed to work with all stakeholders in advancing this mission by implementing the district’s 2018-2022 Strategic Plan, and greatly appreciate the many individuals who played a role in the Strategic Plan’s development. We’ve come a long way over the past six years as a fully regional district, and with the continued support of our stakeholders, the best is yet to come.

Proud to be a Shark,

Dr. Scott Carpenter, Superintendent

*More information about Monomoy Regional School District,
including the full 30-page 2018-2022 Strategic Plan,
can be found on our website at www.monomoy.edu.*

Report of the **Cape Cod Regional Technical High School District**

Cape Cod Regional Technical High School was established in 1973 as a public technical high school. Cape Cod Tech students meet the same academic standards required by the state as our sending schools while also meeting certification standards of their technical training.

District Towns: Barnstable, Brewster, Chatham, Dennis, Eastham, Harwich, Mashpee, Orleans, Provincetown, Truro, Wellfleet, Yarmouth

Mission Statement: Cape Cod Regional Technical High School will provide an opportunity to acquire high quality technical, academic, and social skills preparing our students for success in our changing world.

Enrollment: For school year 2018-2019, the enrollment on October 1 was **571** students.

Budget: For school year 2018-19 (FY18) there was a Total Budget of **\$14,944,000** including an operating budget of \$14,529,000 and capital budget of \$415,000. Formulation of the annual budget and town assessments are based on the previous school year's October 1 enrollment.

News from Superintendent Sanborn: The excitement at Cape Cod Tech is palpable! Our most recent Tech Night, for prospective 7th and 8th graders, was at full capacity as the interest in our new building and vocational technical education is ever increasing. Our new building is due to open in September 2020. We are eternally grateful to the Harwich taxpayers for their support of a new facility and citizens may monitor progress at www.capetech.us to view our construction camera. The centerpiece of the new Cape Cod Tech will be five academies that integrate academic and technical programming to increase teacher collaboration and improve student outcomes. Whether visiting the Hospitality, Health and Human Services Academy housing our Culinary Arts, Cosmetology, Dental Assisting and Health Technology programs; the Transportation Academy with Auto Technology; Auto Collision/Repair or Marine Services Technology, the Construction Academy consisting of HVAC, Plumbing, Carpentry, Electrical and Horticulture; or the STEAM Academy of Information Technology, Engineering Technology and Design and Visual Communication, we want the community to engage with our programs and explore the promising potential of Cape Cod Tech.

Town of Harwich: The Town of Harwich had 67 students enrolled at Cape Cod Tech as of October 1, 2018. The assessment for Harwich in FY19 was \$1,581,237.

Highlights from Cape Cod Tech 2018-19 School Year

- Graduated 110 seniors in 2019; 17 from Harwich.
- Enrolled 152 freshman; 14 from Harwich.
- Cape Cod Tech's technical shops provided services to the public, allowing communities to realize significant savings of more than \$242,065 in total labor charges across 17 technical shops.
- The student newspaper *Tech Talk* continued to win numerous prestigious awards this year, including: American Scholastic Press, Colombia Scholastics and New England Scholastic Press Association who named it one of eight Outstanding Newspapers of the Year . The journalist students and instructor Scott Dalton deserve high praise.
- Through the generosity of Cape Cod community organizations, charities and family memorials, Cape Cod Tech presented 75 toolships and 39 scholarships to the graduating class of 2019 for a total of \$163,825.
- Thirty (30) students received John and Abigail Adams Scholarships; 3 from Harwich.
- The National Technical Honor Society honored 58 students; 5 from Harwich.
- A one-year follow-up survey for graduates of the class of 2018 showed 84% of respondents continue to reside on Cape, 43% were employed in their learned trade and 32% of graduates were continuing their education.
- *SkillsUSA* is a national student organization serving more than 395,000 high school, college and middle school students enrolled in training programs in trade, technical and skilled service occupations. *SkillsUSA* is a huge part of the of the Cape Tech experience combining technical, academic and employability skills. Cape Cod Tech had more than 100 students participate in the district and state competitions and won 21 medals. 2 *SkillsUSA* students were from Harwich.
- "FFA" (Future Farmers of America) is a national career and technical student organization based on middle and high school classes that promote and support agricultural education. This year Cape Cod Tech's 17 student participants exceed expectations winning their second state championship in the hardscape event and 13 medals in various events.

- The Cooperative Education program placed a total of 80 junior and senior students with local businesses, enhancing their skills through Co-Op placements and internships. The program also sponsored the 6th Annual Student Job Fair with 51 employers seeking to hire skilled students.
- The Athletic Department offered a “no-cut, no-fee” program in which all students can participate without fees. The following sports were offered: baseball, basketball, cheerleading, cross-country, football, golf, hockey, lacrosse, soccer, softball, tennis and volleyball.

Technical Highlights from 2018-19

- All students achieve OSHA certification in their technical program in 10th or 11th grade.
- In Auto Collision, 140 jobs were performed resulting in \$70,000 savings to the public. Outreach projects were completed for Cape Cod Cares for the Troops, U.S. Park Service and Girls Scouts. All seniors achieved Chapter 74 Auto Collision certification.
- The Auto Technology program achieved ASE accreditation (formerly known as NATEF) this year. Two seniors competed in MA Auto Dealers High School Skills Competition, taking 2nd place at the state level. Eight students worked in Co-Operative Education placements.
- The Carpentry Department uses the National Education & Research Construction curriculum. This year the shop had 5 females enrolled and 6 students on Co-Operative placements.
- In the Cosmetology program all seniors passed the Cosmetology State Board Exam. The program hosted speakers from salons and visited several salons. Digital text books and appointment scheduling software were integrated into their curriculum.
- Culinary Arts added an outside catering operation to construction workers for the new building project. Students learned Point of Sale software in The Cove Restaurant, developed buffets, prepared food for school district events and were engaged in community events.
- The Dental Assisting program is a two-year program for 11th and 12th grades. All seniors participated in 5 weeks of internship, where they worked alongside staff in local dental offices. Seven juniors took the Dental Assisting National Boards exam in Infection Control.
- The Design & Visual Communications program has increased to its highest enrollment and most challenging curriculum to date. Additional equipment purchases of a classroom smart board and embroidery machines provided new opportunities to learn workforce skills.

- The Electrical Department boasts another year of above 95% attendance rate. A database of local electrical contractors is under development for cooperative education opportunities. A goal to design and keep pace with the new school building was used as a learning experience.
- The Engineering Technology Shop is phasing in a 3D modeling/design software certificate program to their curriculum. Sophomores began certifications in AutoDesk Inventor and juniors will begin a dual-enrollment class with credits from Cape Cod Community College.
- Health Technologies had 61 students, the largest number of students per shop. Juniors passed the state examination, receiving their Certified Nursing Assistant (CNA) certificates. All Health Tech students passed Basic Life Support for Healthcare Providers. Six seniors worked in internships or cooperative education at Cape Cod Hospital in the Emergency Room, IV Therapy, the Maternity Unit and at Rosewood Manor Skilled Care Facility.
- The Horticulture program found ways to differentiate instruction such as taking over the responsibilities for grounds maintenance on campus. Horticulture students have qualified for National Competitions for Nursery Landscape for the first time in school history.
- The HVAC program completed its implementation of a new online text and workbook and consistently used Google classroom for teaching. For the third year in a row HVAC was the first choice placement by 9th graders after the exploring all shops.
- Marine Services contracted with Yamaha Motor Corporation with access to all parts and training materials and certifications for students. Relationships with local marine businesses and public donations have grown the inventory of engines and equipment. Two new outboard engines were purchased to provide exposure to current marine propulsion technology.
- The Information Technology curriculum provided students with opportunities to achieve many certifications, including PC Pro, Network Pro, Security Pro, CompTIA and Testout.
- The Plumbing Shop had 5 seniors and 3 juniors on Cooperative Education placements in local businesses. Industry leaders in the community discussed new technology in the trade. Propress and Megapress were incorporated into the curriculum to give students 21st century skills.

Academic Highlights from 2018-19

- The Business Education/21st Century Learning department implemented a monthly newsletter to parents to communicate upcoming projects, employability trends and expectations. This increased parental communication and raised student success rates. This department also hosted an annual Job Fair and the Annual Cape Cod 5 Credit for Life event.
- The English Department adjusted the 9th and 10th grade curriculum to prepare for the MCAS Next-Gen Practice Test. All students passed the English and Language MCAS.
- The History department put a greater focus on Civics and government to better align with the new state frameworks and legislative decisions. Several Civics conferences were attended. The department continued to focus on special activities to honor US Veterans.
- The Math Department realigned the 9th and 10th grade curriculum to the computer based Next-Gen MCAS testing. The department is training with the school's Technology Integration Specialist to integrate technology-based instruction and assessment into the curriculum.
- The Science Department increased the use of electronic formats, such as eBooks to support their learning and Google Classrooms. MCAS Review Forms (3/week) were developed and used throughout the year to help students prepare for Technology and Engineering MCAS in June.
- The Spanish Department hosted the 2nd Annual Multicultural Festival this year - a huge success.
- Special Education updated their classrooms with Chromebooks so that students could access online learning in all classrooms.

Please visit our website: www.capetech.us for more information.

Respectfully submitted,

*Lee Culver and Robert Furtado, Harwich Representatives
Cape Cod Regional Technical High School District School Committee*

FINANCE

Report of the **Board of Assessors**

The Board of Assessors continues to meet our primary legal responsibility in assuring a fair assessment of all property in the Town of Harwich in a professional manner so that tax revenues may be generated timely.

The Town of Harwich utilizes a quarterly tax billing system. At a publicly held meeting. The Board of Assessors recommended to the Board of Selectmen that Real Property be taxed at a single tax rate which was set at \$8.73 per \$1,000 valuation for FY 2020, an increase from the FY 2019 tax rate of \$8.67. Total value of real property in Harwich is over 5 Billion Dollars. Values are up an average of over 5% over the previous year. This increase in the tax rate and valuation is unusual, but reflects taxpayer's decisions at town meeting on spending.

The ever changing real estate market continues to impact the value of the Town. The market had been on appreciating trend, with moderation in the third and fourth quarter. Real estate markets are cyclical and require the Assessor Office to inspect approximately 1,000 properties each year to verify appropriate assessment data. The 2020 assessed values are product of sales that occurred in 2018, and are a benchmark as of January 1st each year. Taxpayers may review their property record card, by visiting the Assessor's Office at Town Hall or online at www.harwich-ma.gov.

The Board oversees and approves a number of programs which are available for our seniors, veterans, spouses of veterans, sight impaired citizens and those who may need assistance in meeting their tax obligations. The Town also has many programs available through exemptions and deferrals which allow residents to put off paying their taxes as well. Please visit the Assessor's Office for more information.

The Board of Assessors will be submitting articles to the 2020 Town Meeting which will ask the taxpayers to authorize a new tax credit, one that is aimed at those having trouble meeting their tax burdens who are under the age of 60. There are a number of programs which meet the needs of our older adults, but there are no direct programs for those under the age of 60. This proposal will address that issue.

We thank our staff for their continued assistance in meeting our goals of fair assessments and timely issuance of tax bills to the community.

FISCAL YEAR 2020

The taxable value of all real and personal property assessed:	\$ 5,973,169,000.00
Total amount to be raised:	\$ 78,644,549.02
Total estimated receipts and revenue:	\$ 26,498,783.65
Net amount to be raised by taxation of real and personal property:	\$ 52,145,765.37
Tax rate for each \$1000 value assessed:	\$ 8.73
Total number of tax bills:	16,068

MOTOR VEHICLE EXCISE ISSUED IN FISCAL YEAR 2019

18,842 - Bills were issued with a valuation of:	\$ 116,677,550.00
-Amount of tax:	\$ 2,478,609.40
914 -Abatements were issued in the amount of:	\$ 110,284.72

BOAT EXCISE ISSUED IN FISCAL YEAR 2019

1,320 -Bills were issued with a valuation of:	\$ 6,464,100.00
-Amount of tax:	\$ 64,058.99
178 -Abatements were issued in the amount of:	\$ 8,816.23

Respectfully submitted,

Richard J. Waystack, *Chairman*
Bruce W. Nightingale
Jay Kavanaugh

**TOWN OF HARWICH
BOARD OF ASSESSORS
732 MAIN STREET
HARWICH, MASSACHUSETTS 02645
TEL: 508-430-7503—FAX 508-430-7086**

FY 2020 TAX RATE \$8.73

\$568,100	+4.83%	Average Single Family	\$4,959.51	+\$261.24
\$413,800	+4.81%	Median Single Family	\$3,612.47	+\$189.55
\$148,700	-1.85%	Median Vacant Residential Lot	\$1,298.15	-\$ 15.36

FY 2019 TAX RATE \$8.67

\$541,900	+7.00%	Average Single Family	\$4,698.27	+\$241.92
\$394,800	+6.04%	Median Single Family	\$3,422.92	+\$146.68
\$151,500	+9.94%	Median Vacant Residential Lot	\$1,313.51	+\$ 100.87

FY 2018 TAX RATE \$8.80

\$506,400	+6.61%	Average Single Family	\$4,456.32	+\$195.57
\$372,300	+6.83%	Median Single Family	\$3,276.24	+\$150.19
\$137,800	+8.08%	Median Vacant Residential Lot	\$1,212.64	+\$ 68.96

FY 2017 TAX RATE \$8.97

\$475,000	+3.17%	Average Single Family	\$4,260.75	+\$ 84.92
\$348,500	+2.38%	Median Single Family	\$3,126.05	+\$ 40.44
\$127,500	+1.19%	Median Vacant Residential Lot	\$1,143.68	+\$ 0.86

Report of the **Finance Division**

To the Honorable Board of Selectmen and Citizens of the Town of Harwich

It is the mission of the Finance Department to facilitate the exchange of accurate financial information to all members of the public, Town departments, and boards and commissions, to safeguard the financial interests of the Town of Harwich, to uphold effective budgeting and budgetary controls, and to preserve internal controls, while maintaining a high level of compliance with all pertinent Federal, State and Local rules and regulations, Generally Accepted Accounting Procedures, and Governmental Accounting Standards.

Recent Accomplishments include the following:

- Awarded AAA bond rating for the Town from Standard & Poor's.
- Received the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA) for the 2nd year in a row for the June 30, 2018 Comprehensive Annual Financial Report (CAFR).
- Received a clean audit opinion on the June 30, 2019 CAFR.
- Refunded debt for the police station construction saving the town over \$500,000 in interest costs while lowering the interest rate to 1.10%.
- Reduced the number of tax lien properties.
- Initiated deployment of numerous Munis ERP System modules to increase efficiencies and effectiveness.
- Completed a \$10,120,000 General Obligation Bond (GOB) borrowing with a very desirable interest rate of 2.32%.
- Completed a General Obligation borrowing for two Bond Anticipation Notes (BANs) also at a very desirable rate of 1.68%.

The following pages include abbreviated financial statements for the Town of Harwich for the year ending June 30, 2019. These statements reflect the Town's financial position in accordance with the Uniform Municipal Accounting System (UMAS), required by the Department of Revenue. Once again the town has prepared the Comprehensive Annual Financial Report (CAFR), the report includes all financial transactions summarized in accordance with Governmental Accounting Standards and audited by an indepen-

dent auditor. The Town's Fiscal 2019 CAFR is available for reading and downloading on the town's web site.

I would like to extend my appreciation to the dedicated members of the Finance Division for their hard work and commitment to the Town of Harwich.

Sincerely,

Carol Coppola, CPA
Finance Director/Town Accountant
Town of Harwich

Job Title	FY 2019	FY 2020		FY 2021	Change
Administrative Assistant	1.0	1.0		1.0	-
Assistant Assessor	1.0	1.0		1.0	-
Assistant Treasurer/Collector	1.0	1.0		1.0	-
Assistant Town Accountant	1.0	1.0		1.0	-
Assessing Director	1.0	1.0		1.0	-
Executive Assistant	2.0	2.0		2.0	-
Executive Assistant to the Finance Director	1.0	1.0		1.0	-
Finance Director	1.0	1.0		1.0	-
Seasonal - Customer Service	0.1	0.1		0.1	-
Treasurer/Collector	1.0	1.0		1.0	-
Full-time Equivalent Employees	10.1	10.1		10.1	-

Finance Department

The Finance Department consists of all accounting and budgeting functions. It is responsible for oversight of all financial transactions of the town including special revenue, enterprise, trust and agency funds. The division interacts with all departments as well as many outside organizations, including Federal and State granting agencies, the State Department of Revenue, vendors, auditors and the public. The division also provides support to numerous committees and boards.

Treasury/Collection Department

The Treasury Department is responsible for the town's payroll processing, management of cash and debt activity and the town's tax title accounts. The Department oversees all tax bill processing, and the collection of all taxes, water user fees and beach and transfer station sales. Property taxes and water utility charges are billed on a quarterly basis. Motor vehicle excise taxes are billed when tax commitments are received from the RMV; typically 7 or 8 times per calendar year. The Department also issues annual boat excise tax. Additionally, the Treasury Department receives and records all cash and check

payments collected by other Town Departments. The Department is the main intake point for new/rehired employees; distributing/collecting necessary employment paperwork, software entry of employee information, and benefits administration.

Assessing Department

The Assessing Department provides services in the area of property valuation, property listing, and customer service. The Assessing Department is responsible for determining tax base growth, assessing property valuation, and setting the tax rate. They prepare and maintain current data on each parcel assessed, including maps of boundaries, inventories of land and structures, property characteristics and legal ownership. As well as, the processing of motor vehicle and boat excises, abatements, exemptions, and public record requests. Property valuation is a process which the Assessors must value all real and personal property within their communities as of January 1 of each year. Assessed valuations are based on "fair market value", the amount a willing buyer would pay a willing seller on the open market. Tax base growth encompasses field investigation of building permit applications to capture new homes, additions, and real improvements to all property types. The Department of Revenue (DOR) reviews a community's values every year and certifies they reflect current fair market value.

Finance Department				
Workload Indicators	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated
Vendor Payments Processed	14328	15233	15449	15550
G/L Accounts Maintained	N/A	N/A	15257	15265
G/L Transactions Processed	63640	83138	84844	85000
Treasury Department				
Workload Indicators	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated
Vendor Checks Processed	7005	7446	7541	7650
Payroll Checks Processed	2743	1499	1212	1000
Direct Deposits	12324	13697	14298	14500
Performance Measures				
Percentage of the net property tax levy collected in the fiscal year levied	99.10%	99.30%	98.50%	98.00%
Percentage of the new property tax levy collected to date including the amounts collected subsequent to the fiscal year levied	100.00%	99.80%	98.50%	98.00%
Assessing Department				
Performance Measures	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated
Total Properties Assessed	10915	10919	11362	11372
Number of RE Abatements Filed	24	27	38	20
% of Properties Filing Abatements	0.22%	0.25%	0.33%	0.18%
Number of Abatements Granted	14	20	22	15
Average Abatement Dollar per Appeal	799	1,155	1,945	1,713
Total Tax Dollar Value for Appeals Granted	11,189	23,106	42,784	25,693
Percentage of FY Tax Levy for Appeals Granted	0.03%	0.05%	0.09%	0.05%
Workload Indicators				
Appellate Tax Board Appeals Settled	2	3	2	2
Exemptions Processed	333	294	326	250
RE/PP Abatements Processed	39	33	68	30
MVE Abatements Processed	926	840	914	900
Building Permits Inspected	446	1250	1072	1000
Re-listing Inspections	563	2008	2770	1200
Property Transfers (Deeds) Processed	979	889	879	917

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TOWN OF FARMWICH, MASSACHUSETTS
Combined Balance Sheet - All Fund Types and Account Groups
as of June 30, 2019

	Governmental Fund Types			Proprietary Fund Type		Fund Types		Totals (Memorandum Only)
	General	Special Revenue	Capital Projects	Enterprise	Trust and Agency	Fixed Assets	Long-term Debt	
ASSETS								
Cash and cash equivalents	8,259,972.03	9,185,150.01	5,903,290.18	1,874,415.78	7,671,786.57			32,894,614.57
Investments					486,472.36			486,472.36
Receivables:								
Personal property taxes	27,831.95							27,831.95
Real estate taxes	797,151.00	75,491.46						872,642.46
Deferred taxes	102,753.74							102,753.74
Allowance for abatements and exemptions	(1,268,009.32)							(1,268,009.32)
Tax liens	2,361,636.58							2,361,636.58
Tax foreclosures	232,128.15							232,128.15
Motor vehicle excise	156,572.31							156,572.31
Other excises	14,386.80							14,386.80
User fees					798,734.26			798,734.26
Utility liens added to taxes					17,352.22			17,352.22
Departmental	1,307,795.99				94,499.63			1,402,295.62
Other receivables		457,154.93						457,154.93
Due from other governments	34,425.00							34,425.00
Prepays	5,325.00	67,735.49						73,060.49
Fixed assets, net of accumulated depreciation						106,835,402.00		106,835,402.00
Amounts to be provided - payment of bonds							35,245,229.65	35,245,229.65
Amounts to be provided - vacation and sick leave								0.00
Total Assets	12,031,969.23	9,785,531.89	5,903,290.18	2,690,502.26	8,252,758.56	106,835,402.00	35,245,229.65	180,744,683.77

LIABILITIES AND FUND EQUITY

Liabilities:

	Governmental Fund Types		Proprietary Fund Type	Fiduciary Fund Types	Account Groups		Totals (Memorandum Only)
	General	Special Revenue	Capital Projects	Enterprise	Trust and Agency	Fixed Assets	Long-term Debt
Accounts payable	454,459.31	47,881.45	999,346.15	327,249.35	8,056.63		1,836,992.89
Warrants payable	68,370.44						68,370.44
Accrued payroll and withholdings	118,551.06						118,551.06
Other liabilities	195,880.05				26,081.09		221,961.14
Deferred revenue:							
Real and personal property taxes	(443,026.37)	75,491.46					(367,534.91)
Deferred taxes	102,753.74						102,753.74
Tax liens	2,361,636.58						2,361,636.58
Tax foreclosures	232,128.15						232,128.15
Motor vehicle excise	156,572.31						156,572.31
Other excises	14,386.80						14,386.80
User fees							
Utility liens added to taxes				798,734.26			798,734.26
Departmental	1,307,322.56			17,352.22	94,499.63		1,401,822.19
Deposits receivable	5,008.34	457,154.93					491,579.93
Other receivables	34,425.00						35,245,229.65
Bonds payable							2,161,617.00
Notes payable							
Total Liabilities	4,608,467.97	580,527.84	2,161,617.00	1,143,335.83	128,637.35	0.00	44,867,161.79

Fund Equity:

Reserved for encumbrances	135,961.87			7,746.73			143,708.60
Reserved for expenditures	3,415,903.00	822,450.00		505,587.00			4,743,940.00
Reserved for continuing appropriations	1,021,752.20	2,534,438.08					3,556,190.28
Reserved for overlay	100,000.00						100,000.00
Reserved for appropriation deficit	(6,504.38)						(6,504.38)
Reserved for inventory		67,735.49					67,735.49
Undesignated fund balance			2,742,327.03		8,124,121.21		19,403,617.29
Unreserved retained earnings	2,756,788.57	5,780,380.48		1,033,832.70			1,033,832.70
Investment in capital assets							
Total Fund Equity	7,423,501.26	9,205,004.05	2,742,327.03	1,547,166.43	8,124,121.21	106,835,402.00	106,835,402.00
						0.00	
Total Liabilities and Fund Equity	12,031,969.23	9,785,531.89	5,903,290.18	2,690,502.26	8,252,758.56	106,835,402.00	180,744,683.77

TOWN OF HARWICH
FY 19 GENERAL FUND REVENUE

GENERAL FUND	2019 BUDGET	2019 ACTUALS	BALANCE REMAINING
TRANSFER FROM OTHER FUNDS	\$ 2,076,779	\$ 2,086,665	\$ (9,886)
GENERAL FUND - MISC REVENUE	\$ 154,363	\$ 176,569	\$ (22,206)
SELECTMEN - REV	\$ 115,894	\$ 173,137	\$ (57,243)
ASSESSORS - REV	\$ 1,770,626	\$ 1,861,770	\$ (91,144)
TREASURER - REV	\$ 48,800	\$ 297,088	\$ (248,288)
COLLECTOR - REV	\$ 52,275,918	\$ 52,163,350	\$ 112,568
TOWN CLERK - REV	\$ 34,000	\$ 44,641	\$ (10,641)
CONSERVATION - REV	\$ 20,000	\$ 22,529	\$ (2,529)
TOWN PLANNER - REV	\$ 27,500	\$ 42,402	\$ (14,902)
BOARD OF APPEALS - REV	\$ 8,000	\$ 15,120	\$ (7,120)
CVEC ELECTRIC REVENUE	\$ 295,000	\$ 272,162	\$ 22,838
POLICE - REV	\$ 79,500	\$ 79,353	\$ 147
FIRE - REV	\$ 41,800	\$ 115,270	\$ (73,470)
AMBULANCE - REV	\$ 1,460,000	\$ 1,664,188	\$ (204,188)
BUILDING - REV	\$ 261,750	\$ 412,689	\$ (150,939)
GAS INSPECTION - REV	\$ 40,000	\$ 53,595	\$ (13,595)
PLUMBING	\$ 45,000	\$ 61,040	\$ (16,040)
ELECTRICAL REVENUE	\$ 75,000	\$ 86,455	\$ (11,455)
EMERGENCY MANAGEMENT REVENUE	\$ -	\$ -	\$ -
Shellfish Revenues	\$ 6,900	\$ 9,363	\$ (2,463)
WASTE DISPOSAL REVENUE	\$ 2,889,000	\$ 3,372,701	\$ (483,701)
BOARD OF HEALTH	\$ 114,950	\$ 148,373	\$ (33,423)

TOWN OF HARWICH
FY 19 GENERAL FUND REVENUE

GENERAL FUND	2019 BUDGET	2019 ACTUALS	BALANCE REMAINING
CHANNEL 18 TELEVISION STATION	\$ -	\$ 5	\$ (5)
COMMUNITY CENTER REVENUE	\$ 32,800	\$ 42,616	\$ (9,816)
COUNCIL ON AGING REVENUE	\$ 21,000	\$ 18,274	\$ 2,726
LIBRARY REVENUE	\$ 6,000	\$ 5,814	\$ 186
RECREATION & YOUTH REVENUE	\$ 381,000	\$ 435,548	\$ (54,548)
HARBORMASTER REVENUE	\$ 885,250	\$ 806,754	\$ 78,496
HISTORIC COMM REVENUE	\$ 500	\$ 1,210	\$ (710)
GOLF OPERATIONS REVENUE	\$ 1,759,000	\$ 1,895,899	\$ (136,899)
GENERAL FUND	\$ 64,926,330	\$ 66,364,579	\$ (1,438,248)

TOWN OF HARWICH
FY 19 BUDGET TO ACTUAL EXPENDITURES

GENERAL FUND	2019 BUDGET	2019 ACTUALS	BALANCE REMAINING
TRANSFER TO OTHER FUNDS	70,000	70,000	-
MODERATOR S&W	1,000	-	1,000
SELECTMEN S&W	12,000	12,000	-
SELECTMEN - EXP	8,575	7,237	1,338
FINANCE COMMITTEE S&W	4,000	229	3,771
FINANCE COMMITTEE - EXP	1,766	1,516	250
FINANCE COMMITTEE - RESERVE FUND	12,160	-	12,160
TOWN ACCOUNTANT - SAL	250,711	246,777	3,934
TOWN ACCOUNTANT - EXP	3,600	2,570	1,030
AUDIT - EXP	41,500	40,505	995
ASSESSORS - S&W	196,212	182,201	14,011
ASSESSORS - EXP	107,390	97,871	9,519
TOWN COLLECTIONS - S&W	15,500	12,837	2,663
TOWN COLLECTIONS - EXP	3,760	3,760	-
POSTAGE	55,000	39,128	15,872
TREASURER - S&W	256,196	254,705	1,491
TREASURER - EXP	103,250	97,616	5,634
MEDICARE & VACATION	283,593	282,778	815
ADMINISTRATION - S&W	441,807	425,860	15,947
ADMINISTRATION - EXP	87,097	74,692	12,405
WEATHER EVENT			
ADMINISTRATION - CAP OUTLAY	5,500	4,801	699
UNION CONTRACTS	-	-	-
LEGAL SERVICES - EXP	169,000	170,825	(1,825)
CLAIMS & SUITS	500	-	500
INFORMATION TECHNOLOGY	101,790	101,439	351
INFORMATION TECHNOLOGY	276,362	244,542	31,820

TOWN OF HARWICH
FY 19 BUDGET TO ACTUAL EXPENDITURES

GENERAL FUND	2019 BUDGET	2019 ACTUALS	BALANCE REMAINING
IT CHANNEL 18 S&W	129,450	117,843	11,607
IT CHANNEL 18 EXPENSES	31,000	28,089	2,911
CONSTABLE S & W	708	188	521
TOWN CLERK - S&W	230,930	229,276	1,654
TOWN CLERK - EXP	41,322	33,186	8,136
CONSERVATION - S&W	139,270	138,789	481
CONSERVATION - EXP	9,941	8,198	1,743
TOWN PLANNER - S&W	87,324	87,324	0
TOWN PLANNER - EXP	4,531	3,580	951
BOARD OF APPEALS EXPENSE	735	15	720
ALBRO HOUSE EXP	5,835	2,928	2,907
OLD RECR BUILDING EXP	6,989	4,123	2,866
WEST HARWICH SCHOOL EXP	1,425	404	1,021
COMMUNITY DEVELOPMENT - S&W	226,032	225,761	271
COMMUNITY DEVELOPMENT - EXP	8,630	9,207	(577)
PUBLIC BUILDINGS REPAIR - EXP	2,133	-	2,133
TOWN/FIN COM REPORTS - EXP	8,734	7,766	968
ADVERTISING	23,500	22,229	1,271
CVEC ELECTRIC EXPENSES	68,140	68,140	(0)
POLICE - S&W	3,825,308	3,716,952	108,356
POLICE - EXP	570,476	484,541	85,935
POLICE - CAP OUTLAY	131,100	131,100	-
FIRE - S&W	3,870,083	3,872,857	(2,774)
FIRE - EXP	416,211	362,291	53,920
AMBULANCE - S&W	169,389	137,969	31,419
EMS EXPENSE	119,536	118,467	1,069
EMERGENCY TELECOMMUNICATORS	-	-	-
EMERGENCY TELECOMMUNICATORS	-	-	-

TOWN OF HARWICH
FY 19 BUDGET TO ACTUAL EXPENDITURES

GENERAL FUND	2019 BUDGET	2019 ACTUALS	BALANCE REMAINING
BUILDING - S&W	187,670	168,838	18,832
BUILDING - EXP	20,906	13,822	7,085
GAS - S&W	72,451	71,853	598
ELECTRICAL	51,112	50,501	611
EMERGENCY MANAGEMENT S&W	5,108	1,032	4,076
EMERGENCY MANAGEMENT	8,500	4,562	3,938
NATURAL RESOURSCS S&W	102,233	102,223	10
NATURAL RESOURCES	27,900	27,835	65
PLEASANT BAY ALLIANCE EXPENSE	20,160	20,160	-
C C REGIONAL TECH HIGH SCHOOL	1,581,237	1,581,236	1
MONOMOY REG SCHOOL DISTRICT	25,609,390	25,609,390	-
IMA MONOMOY GROUNDS	40,363	38,000	2,363
IMA MONOMOY GROUNDS	44,000	44,000	-
TOWN ENGINEER	136,860	131,618	5,242
TOWN ENGINEER	25,670	22,695	2,975
HIGHWAY SALARIES & WAGES	2,624,703	2,623,322	1,381
HIGHWAY EXPENSE	2,809,261	2,805,897	3,364
SNOW/ICE SALARIES & WAGES	81,500	81,499	1
SNOW/ICE EQPT HIRE/MATERIALS	191,000	190,965	35
STREET LIGHTS	37,500	22,731	14,769
CEMETERY ADMINISTRATION	65,047	65,070	(23)
CEMETERY ADMINISTRATION	4,542	4,546	(4)
BOARD OF HEALTH	177,593	163,782	13,811
BOARD OF HEALTH EXPENSE	17,038	13,241	3,798
COMMUNITY CENTER S&W	188,468	176,286	12,182
COMMUNITY CENTER EXPENSE	119,521	117,063	2,458
COUNCIL ON AGING S&W	370,480	352,597	17,883
COUNCIL ON AGING EXPENSE	77,286	63,932	13,354
YOUTH COUNSELOR S&W	85,203	85,203	(0)
YOUTH COUNSELOR EXPENSE	4,910	4,604	306
VETERANS EXPENSE/BENEFITS	134,500	97,461	37,039

TOWN OF HARWICH
FY 19 BUDGET TO ACTUAL EXPENDITURES

GENERAL FUND	2019 BUDGET	2019 ACTUALS	BALANCE REMAINING
DISABILITY RIGHTS EXPENSE	300	300	0
HUMAN SERVICES	81,580	78,690	2,890
LIBRARY SALARIES & WAGES	676,741	665,422	11,319
LIBRARY EXPENSE	274,111	267,370	6,741
RECREATION SEASONAL S&W	220,188	216,097	4,091
RECREATION & YOUTH S&W	250,115	245,726	4,389
RECREATION & YOUTH EXPENSE	45,575	46,281	(706)
RECREATION & YOUTH CAP OUTLAY	32,000	9,029	22,971
HARBORMASTER SALARIES & WAGES	311,576	311,293	284
HARBORMASTER EXP	203,850	203,466	384
BROOKS MUSEUM COMMISSION EXP	12,894	9,440	3,454
HISTORICAL COMMISSION S&W	-	-	-
HISTORICAL COMMISSION EXPENSE	350	198	152
CELEBRATIONS	1,600	992	608
GOLF S&W	870,333	865,827	4,506
GOLF EXPENSE	676,367	614,144	62,223
GOLF CAPITAL OUTLAY	73,000	66,199	6,801
DEBT SERVICE - PRINCIPAL & INTEREST	4,762,464	4,710,046	52,418
STATE ASSESSMENTS	269,897	269,883	14
BARNSTABLE CTY RETIR & TAX ASSESS	2,972,196	2,972,198	(2)
CAPE COD COMMISSION ASSESSMENTS	223,393	223,393	-
UNEMPLOYMENT COMPENSATION	35,000	32,401	2,599
GROUP HEALTH INS	4,767,957	4,639,731	128,226
GENERAL INSURANCE	737,208	726,142	11,066
GENERAL INSURANCE DEDUCTIBLES	6,020	7,018	(998)
	65,063,830	64,122,363	941,467

FY 2019	1320	1330
<u>Enterprise Funds</u>	<u>Water</u>	<u>Sewer</u>
	<u>Enterprise Fund</u>	<u>Enterprise Fund</u>
Revenue	4,335,395.51	-
Expenditures	3,444,170.22	-
Transfers in	59,767.89	70,000.00
Transfers out	883,022.14	-
Adj to Beg FB	-	-
Net change	67,971.04	70,000.00
Beg. fund balance	1,409,195.39	-
Current Year Activity	67,971.04	70,000.00
End. fund balance	1,477,166.43	70,000.00
Balance Sheet		
Cash	275.00	-
Pooled Cash	1,804,140.78	70,000.00
Receivables:	798,734.26	-
Water Liens A/R	17,352.22	-
Total assets	2,620,502.26	70,000.00
Accounts Payable	327,249.35	-
Deferred revenue	816,086.48	-
Total Liabilities	1,143,335.83	-
Encumbrances & Contin. /	7,746.73	-
Reserved For Expenditures	505,587.00	-
Encumbrance Control		
Retained Earnings	963,832.70	70,000.00
Total Fund Balance	1,477,166.43	70,000.00
Total Liab. & FB	2,620,502.26	70,000.00

Town of Harwich
Combining Balance Sheet
Capital Projects
Year Ending June 30, 2019

	Combined Total	General 0400	Wychmere Pier 0430	Allen Harbor 0440	Saquoctuck Harbor 445	McGuerty 0450	Water Capital Projects 0470
Revenue/Bonds	11,295,135.38	10,706,456.38	56,079.00	-	532,600.00	-	-
Expenditures	10,096,764.49	7,186,428.21	5,178.53	-	1,586,117.38	-	1,319,040.37
Total	1,198,370.89	3,520,028.17	50,900.47	-	(1,053,517.38)	-	(1,319,040.37)
Transfers in	643,000.00	-	-	-	468,000.00	-	175,000.00
Transfers out	577,372.29	468,000.00	-	2,099.40	15,980.00	31,525.00	59,767.89
Net change	1,263,998.60	3,052,028.17	50,900.47	(2,099.40)	(601,497.38)	(31,525.00)	(1,203,808.26)
Beg. Fund Balance	1,478,328.43	(771,635.78)	(61,238.97)	2,099.40	582,762.41	31,525.00	1,694,816.37
Current Year Activity	1,263,998.60	3,052,028.17	50,900.47	(2,099.40)	(601,497.38)	(31,525.00)	(1,203,808.26)
End. Fund Balance 6/30/2019	2,742,327.03	2,280,392.39	(10,338.50)	-	(18,734.97)	-	491,008.11
Pooled Cash	5,903,290.18	5,212,716.72	59,758.60	-	(8,495.97)	-	639,310.83
Total assets	\$ 5,903,290.18	\$ 5,212,716.72	\$ 59,758.60	\$ -	\$ (8,495.97)	\$ -	\$ 639,310.83
Warrants payable	999,346.15	839,824.33	980.10	-	10,239.00	-	148,302.72
Bonds & Notes Payable	2,161,617.00	2,092,500.00	69,117.00	-	-	-	-
Total Liabilities	3,160,963.15	2,932,324.33	70,097.10	-	10,239.00	-	148,302.72
Fund Balance	2,742,327.03	2,280,392.39	(10,338.50)	-	(18,734.97)	-	491,008.11
Total Liab. & FB	\$ 5,903,290.18	\$ 5,212,716.72	\$ 59,758.60	\$ -	\$ (8,495.97)	\$ -	\$ 639,310.83

**Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2019**

	Pub Safety 1102	Pub Safety 1104	Pub Safety 1105	Other 1116	FEMA 1199	Pub Safety 1211	Pub Safety 1217	Pub Safety 1218	Pub Safety 1223
Combined	PD Safety	Student Safe	Senior Safe	Access	FEMA	COA CCRTA	Police Safety	Police Traffic	Fire
Total	Yates	Grant	Grant	Library	Recovery	Grant	Equipment	Enforcement	ECOPS
4,694,490.49	14,855.00	3,754.00	2,400.00	7,500.00	49,288.84	3,581.60	8,012.70	5,959.48	2,392.64
Revenue									
Expenditures									
Balance	-	1,305.48	2,423.78	7,571.20	-	2,797.45	16,946.90		
Transfers in	2,210,163.33	2,448.52	(23.78)	(71.20)	49,288.84	3,581.60	5,215.25	(10,987.42)	2,392.64
Transfers out	-	-	-	-	13,608.00	-	-	-	-
Surplus/(Deficit)	809,811.65	2,448.52	(23.78)	(71.20)	35,680.84	3,581.60	5,215.25	(10,987.42)	2,392.64
Begin Fund Balance	8,395,192.40	540.32	1,705.74	319.65	8,709.83	3,072.61	-	(1,083.35)	-
Current Year Activity	809,811.65	2,448.52	(23.78)	(71.20)	35,680.84	3,581.60	5,215.25	(10,987.42)	2,392.64
End Fund Balance	9,205,004.05	2,988.84	1,681.96	248.45	44,390.67	6,654.21	5,215.25	(12,070.77)	2,392.64
Cash	-								
Pooled Cash	9,185,150.01	2,988.84	1,681.96	248.45	44,390.67	6,654.21	5,215.25	(12,070.77)	2,392.64
Receivables:	532,046.39								
Inventory	67,735.49								
Total assets	9,785,531.89	2,988.84	1,681.96	248.45	44,390.67	6,654.21	5,215.25	(12,070.77)	2,392.64
Warrants payable	-								
Accounts Payable	47,881.45								
Deferred revenue	532,046.39								
BAN	-								
Total Liabilities	580,527.84	-	-	-	-	-	-	-	-
Reserve for Encum & Cont Approp	2,534,438.08								
Reserve for Expenditures	822,450.00								
Res. CPC Open Space	285,715.70								
Res. CPC Historic	282,118.93								
Res. Housing	168,411.00								
Res. for Inventory	67,735.49								
Res. Prior year encum.	-								
Undesignated Fund Balance	5,044,134.85	2,988.84	1,681.96	248.45	44,390.67	6,654.21	5,215.25	(12,070.77)	2,392.64
Total Fund Balance	9,205,004.05	2,988.84	1,681.96	248.45	44,390.67	6,654.21	5,215.25	(12,070.77)	2,392.64
Total Liab. & FB	9,785,531.89	2,988.84	1,681.96	248.45	44,390.67	6,654.21	5,215.25	(12,070.77)	2,392.64

**Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2019**

	DPW 1208	DPW 1225	Library 1240	Other 1202	Other 1204	Other 1205	Other 1210	Other 1243	Other 1284
CH 637 Hwy St. Grant		CHPT. 90 Highway Fund 652,114.64	Brooks Library State Aid 7,973.00	Pump Out Boat 6,452.58	Saquinucker Reef Grant	Recycling Grant 12,100.00	Elder Affairs St. Grant 57,795.53	MUN PORT RECYC- 350.00	Youth Counselor #54
Revenue	-	461,059.10	7,973.00	31,386.85	-	-	55,505.91	102.91	-
Expenditures	-	191,055.54	7,973.00	(24,934.27)	-	12,100.00	2,289.62	247.09	-
Balance	-	-	-	-	-	-	-	-	-
Transfers in	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-
Surplus/(Deficit)	-	191,055.54	7,973.00	(24,934.27)	-	12,100.00	2,289.62	247.09	-
Beg. Fund Balance	19,336.18	(16,602.22)	54,967.62	49,795.35	6,778.00	-	-	2,518.51	75.49
Current Year Activity	-	191,055.54	7,973.00	(24,934.27)	-	12,100.00	2,289.62	247.09	-
End. Fund Balance	19,336.18	174,453.32	62,940.62	24,861.08	6,778.00	12,100.00	2,289.62	2,765.60	75.49
Cash	19,336.18	177,560.01	62,940.62	24,964.91	6,778.00	12,100.00	3,766.57	2,765.60	75.49
Pooled Cash	-	-	-	-	-	-	-	-	-
Receivables:	-	-	-	-	-	-	-	-	-
Inventory	-	-	-	-	-	-	-	-	-
Total assets	19,336.18	177,560.01	62,940.62	24,964.91	6,778.00	12,100.00	3,766.57	2,765.60	75.49
Warrants payable	-	-	-	-	-	-	-	-	-
Accounts Payable	-	3,106.69	-	103.83	-	-	1,476.95	-	-
Deferred revenue	-	-	-	-	-	-	-	-	-
BAN	-	-	-	-	-	-	-	-	-
Total Liabilities	-	3,106.69	-	103.83	-	-	1,476.95	-	-
Reserve for Encum & Cont Approp	-	-	-	-	-	-	-	-	-
Reserve for Expenditures	-	-	-	-	-	-	-	-	-
Res. CPC Open Space	-	-	-	-	-	-	-	-	-
Res. CPC Historic	-	-	-	-	-	-	-	-	-
Res. Housing	-	-	-	-	-	-	-	-	-
Res. for Inventory	-	-	-	-	-	-	-	-	-
Res. Prior year encum.	-	-	-	-	-	-	-	-	-
Undesignated Fund Balance	-	-	-	-	-	-	-	-	-
Total Fund Balance	19,336.18	174,453.32	62,940.62	24,861.08	6,778.00	12,100.00	2,289.62	2,765.60	75.49
	19,336.18	174,453.32	62,940.62	24,861.08	6,778.00	12,100.00	2,289.62	2,765.60	75.49
Total Liab. & FB	19,336.18	177,560.01	62,940.62	24,964.91	6,778.00	12,100.00	3,766.57	2,765.60	75.49

**Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2019**

	Other 1290	Other 1295	Trn Clk AID	Flu Program	Other 1401	Shelfish Lab Gift	Brooks Lib. Bldg. Gift	COA Gift	Other 1415	Empl/ Chase Gift Fund	Friends of Harwich Gift	Cultural Council	Brooks Lib Fund
Revenue	15,000.00	4,883.40		755.40				1,891.50	-	5,279.00		4,600.00	-
Expenditures	2,569.24	3,964.52		2,429.76	1,210.15			7,271.00		6,501.30		7,356.00	3,933.37
Balance	12,430.76	918.88		(1,674.36)	(1,210.15)			(5,379.50)		(1,222.30)		(2,756.00)	(3,933.37)
Transfers in												3,600.00	
Transfers out	-	15,585.00											
Surplus/(Deficit)	12,430.76	(14,666.12)		(1,674.36)	(1,210.15)			(5,379.50)		(1,222.30)		844.00	(3,933.37)
Beg. Fund Balance	-	30,424.15		15,712.97	1,210.15		1,680.45	76,155.67	150.00	4,435.28	3,302.67	2,656.79	57,573.11
Current Year Activity	12,430.76	(14,666.12)		(1,674.36)	(1,210.15)		-	(5,379.50)	-	(1,222.30)	-	844.00	(3,933.37)
End. Fund Balance	12,430.76	15,758.03		14,038.61	-		1,680.45	70,776.17	150.00	3,212.98	3,302.67	3,500.79	53,639.74
Cash	12,430.76	15,758.03		14,038.61	-		1,680.45	70,776.17	150.00	3,212.98	3,302.67	5,625.79	57,573.11
Pooled Cash													
Receivables:													
Inventory													
Total assets	12,430.76	15,758.03		14,038.61	-		1,680.45	70,776.17	150.00	3,212.98	3,302.67	5,625.79	57,573.11
Warrants payable													
Accounts Payable												2,125.00	3,933.37
Deferred revenue													
BAN													
Total Liabilities	-	-		-	-		-	-	-	-	-	2,125.00	3,933.37
Reserve for Encum & Cont Approp													
Reserve for Expenditures													
Res. CPC Open Space													
Res. CPC Historic													
Res. Housing													
Res. for Inventory													
Res. Prior year encum.													
Undesignated Fund Balance	12,430.76	15,758.03		14,038.61	-		1,680.45	70,776.17	150.00	3,212.98	3,302.67	3,500.79	53,639.74
Total Fund Balance	12,430.76	15,758.03		14,038.61	-		1,680.45	70,776.17	150.00	3,212.98	3,302.67	5,625.79	57,573.11
Total Liab. & FB	12,430.76	15,758.03		14,038.61	-		1,680.45	70,776.17	150.00	3,212.98	3,302.67	5,625.79	57,573.11

**Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2019**

	1505	1508	1510	1512	1514	1515	1516	1518	1520	1526
	Brooks Lib. Gift	Radar Guns	Ambulance Fund Gift	Town Nurse Gift	Whitcomb Field Elec	Harwich Conserv Trust	Comm Center Gift	Comm Center Pool Gift	Police Gift Animal Care	Trail Comm. Gift
Revenue	5,598.36 (2,274.23)	-	954.45 2,420.55	-	5,052.33 3,433.92	-	1,725.04 10,445.96	-	-	-
Expenditures										
Balance										
Transfers in										
Transfers out										
Surplus/(Deficit)	(2,274.23)	-	2,420.55	-	3,433.92	-	10,445.96	-	-	-
Beg. Fund Balance	6,118.29	321.98	6,025.93	1,040.36	22.57	1,025.00	47,706.14	93.29	5,100.00	194.50
Current Year Activity	(2,274.23)	-	2,420.55	-	3,433.92	-	10,445.96	-	-	-
End. Fund Balance	3,844.06	321.98	8,446.48	1,040.36	3,456.49	1,025.00	58,152.10	93.29	5,100.00	194.50
Cash										
Pooled Cash	3,844.06	321.98	8,446.48	1,040.36	3,456.49	1,025.00	58,291.90	93.29	5,100.00	194.50
Receivables:										
Inventory										
Total assets	3,844.06	321.98	8,446.48	1,040.36	3,456.49	1,025.00	58,291.90	93.29	5,100.00	194.50
Liabilities										
Warrants payable	-									
Accounts Payable	-						139.80			
Deferred revenue										
BAN										
Total Liabilities	-	-	-	-	-	-	139.80	-	-	-
Reserve for Encum & Cont Approp										
Reserve for Expenditures										
Res. CPC Open Space										
Res. CPC Historic										
Res. Housing										
Res. for Inventory										
Res. Prior year encum.										
Undesignated Fund Balance	3,844.06	321.98	8,446.48	1,040.36	3,456.49	1,025.00	58,152.10	93.29	5,100.00	194.50
Total Fund Balance	3,844.06	321.98	8,446.48	1,040.36	3,456.49	1,025.00	58,291.90	93.29	5,100.00	194.50
Total Liab. & FB	3,844.06	321.98	8,446.48	1,040.36	3,456.49	1,025.00	58,291.90	93.29	5,100.00	194.50

**Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2019**

	1530	1532	1540	1541	1542	1543	1544	1545	1546	1548
Revenue										
Wetlands										
Conser.Trust/Harwich Youth	9,851.50	-	190,697.11	71,611.00	42,064.24	232,427.94	75,622.00	82,180.95	5,300.00	3,000.00
Expenditures										
Balance	9,851.50	-	189,934.98	-	39,777.71	204,654.71	38,887.04	-	-	3,000.00
Transfers in	-	-	762.13	71,611.00	2,286.53	27,773.23	36,734.96	82,180.95	5,300.00	-
Transfers out	-	-	-	29,700.00	-	-	-	90,000.00	-	-
Surplus/(Deficit)	9,851.50	-	762.13	41,911.00	2,286.53	27,773.23	36,734.96	(7,819.05)	5,300.00	3,000.00
Beg. Fund Balance	23,188.57	675.51	23,620.56	139,446.00	13,437.45	270,820.06	212,987.92	187,013.00	10,887.17	50,404.94
Current Year Activity	9,851.50	-	762.13	41,911.00	2,286.53	27,773.23	36,734.96	(7,819.05)	5,300.00	3,000.00
End. Fund Balance	33,040.07	675.51	24,382.69	181,357.00	15,723.98	298,593.29	249,722.88	179,193.95	16,187.17	53,404.94
Cash										
Pooled Cash	33,040.07	675.51	24,382.69	181,357.00	18,687.98	236,944.92	250,200.44	179,193.95	16,187.17	53,404.94
Receivables:										
Inventory	-	-	-	-	-	-	-	-	-	-
Total assets	33,040.07	675.51	24,382.69	181,357.00	18,687.98	304,680.41	250,200.44	179,193.95	16,187.17	53,404.94
Liabilities										
Warrants payable	-	-	-	-	-	-	-	-	-	-
Accounts Payable	-	-	-	-	2,964.00	6,087.12	477.56	-	-	-
Deferred revenue	-	-	-	-	-	-	-	-	-	-
BAN	-	-	-	-	-	-	-	-	-	-
Total Liabilities	-	-	-	-	2,964.00	6,087.12	477.56	-	-	-
Reserve for Encum & Cont Approp										
Reserve for Expenditures										
Res. CPC Open Space										
Res. CPC Historic										
Res. Housing										
Res. for Inventory										
Res. Prior year encum.										
Undesignated Fund Balance										
Total Fund Balance	33,040.07	675.51	24,382.69	181,357.00	15,723.98	298,593.29	249,722.88	179,193.95	16,187.17	53,404.94
Total Liab. & FB	33,040.07	675.51	24,382.69	181,357.00	18,687.98	304,680.41	250,200.44	179,193.95	16,187.17	53,404.94

**Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2019**

	1549	1550	1599	1609	1610	1611	1614	1615	1621
	Tax Title	Cultural	Sale Of	State Aid	County Dog	Cemetery	Media One	Police	Waterway
	Revolving	Center	Easement	to Libraries	Tax	Lot Sales		Ins. Recovery	Mgt.
Revenue	31,547.65	154,459.15	7,972.97	7,972.96	-	50,315.00	375,935.49	-	125,123.30
Expenditures	26,806.57	58,698.97	-	7,972.96	-	40,577.11	20,547.56	-	-
Balance	4,741.08	95,760.18	-	0.01	-	9,737.89	355,387.93	-	125,123.30
Transfers in	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-
Surplus/(Deficit)	4,741.08	95,760.18	-	0.01	-	9,737.89	209,455.25	-	21,998.30
Beg. Fund Balance	-	132,128.90	80.50	0.15	2,144.31	61,596.66	1,032,420.27	2,439.02	416,315.46
Current Year Activity	4,741.08	95,760.18	-	0.01	-	9,737.89	209,455.25	-	21,998.30
End. Fund Balance	4,741.08	227,889.08	80.50	0.16	2,144.31	71,334.55	1,241,875.52	2,439.02	438,313.76
Cash	5,802.48	228,601.81	80.50	0.16	2,144.31	80,869.55	1,241,875.52	2,439.02	438,313.76
Pooled Cash	-	-	-	-	-	-	-	-	-
Receivables:	-	-	-	-	-	-	-	-	-
Inventory	-	-	-	-	-	-	-	-	-
Total assets	5,802.48	228,601.81	80.50	0.16	2,144.31	80,869.55	1,241,875.52	2,439.02	438,313.76
Warrants payable	-	-	-	-	-	-	-	-	-
Accounts Payable	-	-	-	-	-	-	-	-	-
Deferred revenue	-	-	-	-	-	-	-	-	-
BAN	-	-	-	-	-	-	-	-	-
Total Liabilities	-	-	-	-	-	-	-	-	-
Reserve for Eicem & Cont Approp	-	-	-	-	-	-	-	-	-
Reserve for Expenditures	-	-	-	-	-	-	-	-	-
Res. CPC Open Space	-	-	-	-	-	-	-	-	-
Res. CPC Historic	-	-	-	-	-	-	-	-	-
Res. Housing	-	-	-	-	-	-	-	-	-
Res. for Inventory	-	-	-	-	-	-	-	-	-
Res. Prior year encum.	-	-	-	-	-	-	-	-	-
Undesignated Fund Balance	-	-	-	-	-	-	-	-	-
Total Fund Balance	4,741.08	227,889.08	80.50	0.16	2,144.31	71,334.55	1,241,875.52	2,439.02	438,313.76
Total Liab. & FB	5,802.48	228,601.81	80.50	0.16	2,144.31	80,869.55	1,241,875.52	2,439.02	438,313.76

**Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2019**

	1626	1305	1321	1323	1360	1534	1600	1605	1655	1656
	Harbor Impr. & Maint.	ESCR NITROG	New County	Health Fair	HCC-Har Yth Wellness	Mitigation Fees	Workers Comp Recovery	Highway Ins Recovery	Friends Of Harwich Bikeway	High School Track
Revenue	346,129.72	-	-	600.00	600.00	2,000.00	-	-	75.00	-
Expenditures	-	-	-	-	-	5,434.00	-	-	-	10.00
Balance	346,129.72	-	-	600.00	-	(3,434.00)	-	-	75.00	(10.00)
Transfers in	132,933.00	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit)	213,196.72	-	-	600.00	-	(3,434.00)	-	-	75.00	(10.00)
Bag. Fund Balance	182,067.19	6,845.23	6,762.45	128.45	29.75	28,100.00	519.53	11,811.18	191.16	10.00
Current Year Activity	213,196.72	-	-	600.00	-	(3,434.00)	-	-	75.00	(10.00)
End. Fund Balance	395,263.91	6,845.23	6,762.45	728.45	29.75	24,666.00	519.53	11,811.18	266.16	-
Cash	-	-	-	-	-	-	-	-	-	-
Pooled Cash	395,263.91	6,845.23	6,762.45	728.45	29.75	24,666.00	519.53	11,811.18	266.16	-
Receivables:	-	-	-	-	-	-	-	-	-	-
Inventory	-	-	-	-	-	-	-	-	-	-
Total assets	395,263.91	6,845.23	6,762.45	728.45	29.75	24,666.00	519.53	11,811.18	266.16	-
Liabilities	-	-	-	-	-	-	-	-	-	-
Warrants payable	-	-	-	-	-	-	-	-	-	-
Accounts Payable	-	-	-	-	-	-	-	-	-	-
Deferred revenue	-	-	-	-	-	-	-	-	-	-
BAN	-	-	-	-	-	-	-	-	-	-
Total Liabilities	-	-	-	-	-	-	-	-	-	-
Reserve for Encum & Cont Approp	-	-	-	-	-	-	-	-	-	-
Reserve for Expenditures	-	-	-	-	-	-	-	-	-	-
Res. CPC Open Space	-	-	-	-	-	-	-	-	-	-
Res. CPC Historic	-	-	-	-	-	-	-	-	-	-
Res. Housing	-	-	-	-	-	-	-	-	-	-
Res. for Inventory	-	-	-	-	-	-	-	-	-	-
Res. Prior year encum.	-	-	-	-	-	-	-	-	-	-
Undesignated Fund Balance	-	-	-	-	-	-	-	-	-	-
Total Fund Balance	395,263.91	6,845.23	6,762.45	728.45	29.75	24,666.00	519.53	11,811.18	266.16	-
Total Liab. & FB	395,263.91	6,845.23	6,762.45	728.45	29.75	24,666.00	519.53	11,811.18	266.16	-

**Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2019**

	1701	1702	1703	1704	1705	1730	1740	1750	8027
Revenue									
Septic Loan									
Bettermnt									
14,513.05									
Old Post Road									
Bettermnt									
9,125.36									
Expenditures									
Balance									
Transfers in									
Transfers out									
Surplus/(Deficit)									
Beg. Fund Balance									
Current Year Activity									
End. Fund Balance									
Cash									
Pooled Cash									
Receivables:									
Inventory									
Total assets									
Warrants payable									
Accounts Payable									
Deferred revenue									
BAN									
Total Liabilities									
Reserve for Encum & Cont Approp									
Reserve for Expenditures									
Res. CPC Open Space									
Res. CPC Historic									
Res. Housing									
Res. for Inventory									
Res. Prior year encum.									
Undesignated Fund Balance									
Total Fund Balance									
Total Liab. & FB									

TOWN OF HARWICH,
Combining Balance Sheet Trust/Agency Funds
Year Ending June 30, 2019

	Combined Total 6/30/2019	8002 POLICE/FIRE	8003 CALEB CHASE	8004 Law Enforcement Trust	8010 CEMETERY FLOWERS	8011 MCLARK FLOWERS	8012 GCHASE CEMETERY	8020 STABILIZATION
Revenue	2,661,058.47	70,283.34	31,023.01	125.25	115.09	56.86	81.65	911,204.15
Expenditures	78,531.77	52,083.97	5,000.00	479.88	-	-	-	-
Total	2,582,526.70	18,199.37	26,023.01	(354.63)	115.09	56.86	81.65	911,204.15
Transfers in	74,913.00	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-
Net change	2,657,439.70	18,199.37	26,023.01	(354.63)	115.09	56.86	81.65	911,204.15
Beg. Fund Balance	5,466,681.51	11,394.53	460,449.35	11,122.90	10,163.60	5,021.84	7,211.26	2,835,172.48
Current Year Activity	2,657,439.70	18,199.37	26,023.01	(354.63)	115.09	56.86	81.65	911,204.15
End. Fund Balance	8,124,121.21	29,593.90	486,472.36	10,768.27	10,278.69	5,078.70	7,292.91	3,746,376.63
Cash	-	-	0	-	-	-	-	-
PooledCash	7,645,705.48	33,108.45	-	10,808.26	10,278.69	5,078.70	7,292.91	3,746,376.63
Investments	486,472.36	-	486,472.36	-	-	-	-	-
Total assets	8,132,177.84	33,108.45	486,472.36	10,808.26	10,278.69	5,078.70	7,292.91	3,746,376.63
Accounts Payable	8,056.63	3,514.55	-	39.99	-	-	-	-
Total Liabilities	8,056.63	3,514.55	-	39.99	-	-	-	-
FB Investments	486,472.36	-	486,472.36	-	-	-	-	-
Fund Balance	7,637,648.85	29,593.90	-	10,768.27	10,278.69	5,078.70	7,292.91	3,746,376.63
Total Fund Balance	8,124,121.21	29,593.90	486,472.36	10,768.27	10,278.69	5,078.70	7,292.91	3,746,376.63
Total Liab. & FB	8,132,177.84	33,108.45	486,472.36	10,808.26	10,278.69	5,078.70	7,292.91	3,746,376.63

TOWN OF HARWICH.
Combining Balance Sheet Trust/Agency Funds
Year Ending June 30, 2019

	8021	8022	8023	8024	8025	8028	8029
	<u>CONSERVATION</u>	<u>400TH ANVER</u>	<u>WHITEHOUSE</u>	<u>BROOKS</u>	<u>CEMETERY</u>	<u>KELLY SCHOLARSHIP</u>	<u>HOUSING TRUST</u>
			<u>Field</u>	<u>Library</u>			
Revenue	69.79	17.54	1,414.24	92,674.43	9,688.85	785.85	260.32
Expenditures							
Total	69.79	17.54	1,414.24	20,331.42	-	785.85	260.32
Transfers in							
Transfers out							
Net change	69.79	17.54	1,414.24	72,343.01	9,688.85	785.85	75,173.32
Beg. Fund Balance	6,162.29	1,549.58	9,023.13	659,579.80	433,943.46	28,091.42	-
Current Year Activity	69.79	17.54	1,414.24	72,343.01	9,688.85	785.85	75,173.32
End. Fund Balance	6,232.08	1,567.12	10,437.37	731,922.81	443,632.31	28,877.27	75,173.32
Cash	-	-	-	-	-	-	-
Pooled Cash	6,232.08	1,567.12	10,437.37	736,424.90	443,632.31	28,877.27	75,173.32
Investments							
Total assets	6,232.08	1,567.12	10,437.37	736,424.90	443,632.31	28,877.27	75,173.32
Accounts Payable				4,502.09			
Total Liabilities	-	-	-	4,502.09	-	-	-
FB Investments							
Fund Balance	6,232.08	1,567.12	10,437.37	731,922.81	443,632.31	28,877.27	75,173.32
Total Fund Balance	6,232.08	1,567.12	10,437.37	731,922.81	443,632.31	28,877.27	75,173.32
Total Liab. & FB	6,232.08	1,567.12	10,437.37	736,424.90	443,632.31	28,877.27	75,173.32

**TOWN OF HARWICH,
Combining Balance Sheet Trust/Agency Funds
Year Ending June 30, 2019**

	8030	8050	8052
	GASB 45	SCHOOL	Eaton
	OPER	Trust	Cultural Trust
Revenue	1,537,036.95	5,863.38	357.77
Expenditures		636.50	
Total	1,537,036.95	5,226.88	357.77
Transfers in	-		
Transfers out			
Net change	1,537,036.95	5,226.88	357.77
Beg. Fund Balance	903,684.05	52,906.03	31,205.79
Current Year Activity	1,537,036.95	5,226.88	357.77
End. Fund Balance	2,440,721.00	58,132.91	31,563.56
Cash	-	-	
PooledCash	2,440,721.00	58,132.91	31,563.56
Investments			
Total assets	2,440,721.00	58,132.91	31,563.56
Accounts Payable			
Total Liabilities	-	-	-
FB Investments			
Fund Balance	2,440,721.00	58,132.91	31,563.56
Total Fund Balance	2,440,721.00	58,132.91	31,563.56
Total Liab. & FB	2,440,721.00	58,132.91	31,563.56

Massachusetts Department of Revenue**Division of Local Services****Bureau of Accounts****Statement of Indebtedness****Harwich, Massachusetts****FY 19**

Long Term Debt Inside the Debt Limit*	Outstanding July 1, 2018	+ Issued	- Retired	= Outstanding June 30, 2019	Interest Paid in FY 19
Building	12,555,500	6,731,800	1,015,500	18,271,800	524,180
Departmental Equipment	-	-	-	-	-
School Buildings	220,000	-	55,000	165,000	7,700
School Other	-	-	-	-	-
Sewer	3,078,000	1,852,200	223,000	4,707,200	129,569
Solid Waste Landfill	-	-	-	-	-
Other Inside	5,986,500	521,000	1,311,500	5,196,000	190,617
SUB-TOTAL Inside	21,840,000	9,105,000	2,605,000	28,340,000	852,066
Long Term Debt Outside the Debt Limit*					
Airport	-	-	-	-	-
Gas/Electric Utility	-	-	-	-	-
Hospital	-	-	-	-	-
School Buildings	-	-	-	-	-
Sewer	-	-	-	-	-
Solid Waste Landfill	195,000	-	65,000	130,000	8,125
Water	7,271,937	-	549,191	6,722,746	201,883
Other Outside	69,841	-	17,358	52,483	-
SUB-TOTAL Outside	7,536,778	-	631,549	6,905,229	210,008
GRAND TOTAL	29,376,778	9,105,000	3,236,549	35,245,229	1,062,074

Bureau of Accounts

Part Two

Harwich, Massachusetts

FY 19

Short Term Debt*	Outstanding July 1, 2018	+ Issued	- Retired	= Outstanding June 30, 2019	Interest Paid in FY 19
RANs - Revenue Anticipation	-	-	-	-	-
BANs - Bond Anticipation	-	-	-	-	-
Buildings	13,100,000	-	13,100,000	-	264,875
School	-	-	-	-	-
Water	-	-	-	-	-
Other BANs	5,095,150	2,161,617	5,095,150	2,161,617	64,089
SAANs - State Grant Anticipation	-	-	-	-	-
FAANs - Federal Grant Anticipation	-	-	-	-	-
Other Short Term Debt	-	-	-	-	-
TOTAL SHORT TERM DEBT	18,195,150	2,161,617	18,195,150	2,161,617	328,964
TOTAL ALL DEBT	47,571,928	11,266,617	21,431,699	37,406,846	1,391,038

Authorized and Unissued Debt *See Attached*					
Purpose	Date of Vote	Article No.	Amount Authorized	Less New Bond Issues, Retirements and/or Recissions	= Balance Unissued 6/30/19
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
TOTAL			-	-	-

Bureau of Accounts

Part Three

Harwich, Massachusetts

FY 19

See Attached

Long Term Debt Inside the Debt Limit*	Outstanding July 1, 2018	+ Issued	- Retired	= Outstanding June 30, 2019	Interest Paid in FY 19
Land Acquisition	175,000	-	90,000	85,000	7,000
School Roof Repairs	100,000	-	25,000	75,000	3,500
School Road Repairs	80,000		20,000	60,000	2,800
Brooks Academy	40,000		10,000	30,000	1,400
Golf Course Renovations	300,000		75,000	225,000	10,500
Police Station Construction	4,700,000		450,000	4,250,000	180,963
Land Acquisition	330,000		145,000	185,000	12,875
Land Acquisition	145,000		50,000	95,000	6,000
Land Acquisition	70,000		25,000	45,000	2,875
Road Maintenance	10,000		5,000	5,000	450
Road Maintenance	60,000		15,000	45,000	1,650
Land Acquisition	110,000		40,000	70,000	2,700
Golf Course Clubhouse	165,000		55,000	110,000	4,125
Land Acquisition	1,015,000		175,000	840,000	26,175
Land Acquisition	265,000		55,000	210,000	7,125
Police Station Planning	25,000		5,000	20,000	675
Golf Course Improvements	145,000		110,000	35,000	2,700
Allen Harbor Dredging	1,580,000		330,000	1,250,000	34,500
Land Acquisition - Downey	672,000		37,000	635,000	28,477
Muddy Creek Bridge	350,500		20,500	330,000	14,937
Saquatucket Harbor Building	2,351,500		131,500	2,220,000	99,213
Betterment - Ginger Plum	148,500		13,500	135,000	6,692
Betterment - Skinequit Road	117,500		17,500	100,000	5,236
Saquatucket Marina	5,339,000		379,000	4,960,000	239,879
Saquatucket Marina Design	468,000		103,000	365,000	20,050
Wastewater Phase 2	3,045,500		215,500	2,830,000	128,168
Wastewater Cold Brook	32,500		7,500	25,000	1,401
Fire Station 2 construction		5,967,000		5,967,000	
Cranberry Valley Golf Improvements	-	1,062,650	-	1,062,650	-
Saquatucket Improvements	-	223,150	-	223,150	-
Sewer Interconnection Planning	-	1,814,750	-	1,814,750	-
Sewer Cold Brook Design	-	37,450	-	37,450	-
SUB-TOTAL Inside	21,840,000	9,105,000	2,605,000	28,340,000	852,066
Long Term Debt Outside the Debt Limit*					
Septic Loan - MCWT	32,707	-	10,829	21,878	-
Septic Loan - MCWT	37,134	-	6,529	30,605	-
Recycling Facility	195,000	-	65,000	130,000	8,125
Water Infrastructure	900,000	-	75,000	825,000	34,313
Water Storage Tank	620,000	-	155,000	465,000	17,050
Greensand Water Treatment	2,470,000	-	130,000	2,340,000	76,570
Water Storage Tank	1,560,000	-	110,000	1,450,000	39,506
Water Treatment Facility	1,721,937	-	79,191	1,642,746	34,444
SUB-TOTAL Outside	7,536,779	-	631,549	6,905,230	210,008
GRAND TOTAL	29,376,779	9,105,000	3,236,549	35,245,230	1,062,074

Massachusetts Department of Revenue **Division of Local Services**

Bureau of Accounts

Part Four

Harwich, Massachusetts

FY 19

Short Term Debt* Report by Issuance		Outstanding July 1, 2018	+ Issued	- Retired	= Outstanding June 30, 2019	Interest Paid in FY 19
Squatucket Municipal Marina Improvements	BAN - 12/15/2017	6,000,000	-	6,000,000	-	69,333
Sewer Interconnection & Planning	BAN - 12/15/2017	300,000	-	300,000	-	3,467
Cold Brook Wastewater Project	BAN - 12/15/2017	35,000	-	35,000	-	404
Cranberry Valley Golf Course Reconstruction	BAN - 12/15/2017	1,200,000	-	1,200,000	-	13,867
Squatucket Harbormaster Building & Boardwalk (BAN - 12/15/2017	3,000,000	-	3,000,000	-	34,667
Roadway Maintenance	BAN - 12/15/2017	215,000	-	215,000	-	2,484
Roads	BAN - 6/21/2018	130,000	-	130,000	-	3,575
Road Maintenance Program	BAN - 6/21/2018	230,000	-	230,000	-	6,325
Wychmere Harbor Piers & Bulkheads	BAN - 6/21/2018	125,196	-	125,196	-	3,443
Road Maintenance	BAN - 6/21/2018	99,954	-	99,954	-	2,749
Road Maintenance	BAN - 6/21/2018	700,000	-	700,000	-	19,250
Fire Station Renovation Planning	BAN - 6/21/2018	310,000	-	310,000	-	8,525
Fire Station Construction	BAN - 6/21/2018	2,900,000	-	2,900,000	-	79,750
Cranberry Valley Golf Course Building Constructio	BAN - 6/21/2018	1,200,000	-	1,200,000	-	33,000
Sewer Interconnection & Planning (Phase 2A)	BAN - 6/21/2018	700,000	-	700,000	-	19,250
Road Maintenance	BAN - 6/21/2018	700,000	-	700,000	-	19,250
Road Maintenance	BAN - 6/21/2018	350,000	-	350,000	-	9,625
Wychmere Harbor Piers & Bulkheads	BAN - 6/21/19	-	69,117	-	69,117	-
Road Maintenance	BAN - 6/21/19	-	512,500	-	512,500	-
Road Maintenance	BAN - 6/21/19	-	650,000	-	650,000	-
Fire Station 2 Planning	BAN - 6/21/19	-	230,000	-	230,000	-
Road Maintenance	BAN - 6/21/19	-	700,000	-	700,000	-
TOTAL SHORT TERM DEBT		18,195,150	2,161,617	18,195,150	2,161,617	328,964

**Town of Harwich
Report of Capital Assets
Fiscal Year 2019**

General Fund	Category						
Summarized by Category:							
1000 Land	23,366,068	200,000	-	23,566,068	-	-	-
9000 CIP	4,848,415	564,249	-	5,412,664	-	-	-
sub-total non depreciable	28,214,483	764,249	-	28,978,732	-	-	-
2000 Bldg & Imp	59,775,780	2,437,922	-	62,213,702	38,477,205	1,408,708	39,885,913
1500 Land Imp	4,756,025	65,603	-	4,821,628	3,378,528	223,756	3,602,283
4000 Other Imp	10,635,235	113,826	-	10,749,061	1,879,467	351,463	2,230,929
sub-total other improvements	15,391,259	179,429	-	15,570,688	5,257,994	575,218	5,833,212
3000 Equip	12,291,683	1,390,857	(287,077)	13,395,463	8,524,034	782,231	9,067,688
5000 Infra	89,547,783	2,712,508	-	92,260,291	68,032,156	2,349,954	71,032,111
sub-total depreciable	177,006,506	6,720,716	(287,077)	188,440,145	120,291,389	5,116,112	125,818,923
Total by Category	205,220,989	7,484,965	(287,077)	217,418,876	120,291,389	5,116,112	125,818,923

**Water Enterprise Fund
Summarized by Category:**

1000 Land	1,505,893	-	-	1,505,893	-	-	-
9000 CIP	-	-	-	-	-	-	-
sub-total non depreciable	1,505,893	-	-	1,505,893	-	-	-
2000 Bldg & Imp	6,417,657	-	-	6,417,657	970,399	161,090	1,131,489
1500 Land Imp	-	-	-	-	-	-	-
4000 Other Imp	-	-	-	-	-	-	-
sub-total other improvements	-	-	-	-	-	-	-
3000 Equip	2,961,900	107,708	-	3,069,608	1,414,226	221,114	1,635,340
5000 Infra	36,720,701	1,398,343	(2,773,400)	37,820,644	25,748,085	1,143,008	26,592,693
sub-total depreciable	46,100,258	1,506,051	(2,773,400)	47,307,909	28,132,710	1,525,212	29,359,522
Total by Category	47,606,151	1,506,051	(2,773,400)	48,813,802	28,132,710	1,525,212	29,359,522

REPORT OF TAX COLLECTION
FISCAL YEAR 2019
JULY 1, 2018-JUNE 30, 2019

Tax Account	Outstanding July 1, 2018	Commitments	Payments	Refunds	Exemptions Abatements	Tax Titles	Deferrals	Adjustments Over/Short	Outstanding June 30, 2019
2019 Community Preservation Act	105.56	1,452,410.22	(1,425,196.52)	112.16	(6,299.48)			(437.68)	20,694.26
2019 Real Estate	5,512.91	48,482,608.05	(47,582,458.69)	84,998.14	(247,280.00)		(4,641.30)	(13,812.18)	724,926.93
Water Liens		29,392.33	(24,421.00)					(240.00)	4,731.33
Title 5		4,535.45	(4,535.45)						-
Road Betterments		39,240.03	(34,252.02)						4,988.01
Allen Harbor Betterments		63,467.66	(63,467.66)						-
2019 Personal Property		812,799.07	(796,333.95)	2,976.12	(1,634.75)	(2,898.67)		15.78	14,907.82
2019 Motor Vehicle Excise		2,242,706.64	(2,086,792.68)	17,922.65	(80,316.88)			210.68	93,535.51
2019 Boat Excise		64,058.99	(53,204.91)	504.00	(7,890.72)				3,678.04
2018 Community Preservation Act	19,027.32		(12,462.47)	36.69	(29.29)	(4,729.74)			1,842.51
2018 Real Estate	668,180.70		(441,864.09)	1,222.76	(976.36)	(158,998.40)		(1.78)	67,562.83
Water Liens	2,936.59		(598.02)			(1,878.02)			460.55
Road Betterments	4,553.33	(609.70)	(925.93)	609.70		(2,408.00)			1,219.40
2018 Personal Property	9,463.16		(5,424.75)		(25.70)			(0.20)	4,012.51
2018 Motor Vehicle Excise	106,837.51	235,902.76	(314,539.66)	18,219.53	(25,642.38)			2.20	20,779.96
2018 Boat Excise	4,322.00		(845.15)	236.00	(811.75)				2,901.10
2017 Community Preservation Act	3,224.85		(1,861.50)	35.11	(138.83)	(1,259.63)			-
2017 Real Estate	113,692.83		(66,613.54)	1,170.13	(5,504.31)	(42,745.11)		-	-
Water Liens	2,126.86					(2,126.86)			-
Road Betterments	2,494.00					(2,494.00)			-
2017 Personal Property	4,088.78		(903.23)	86.06					3,271.61
2017 Motor Vehicle Excise	27,036.99		(15,625.19)	1,893.56	(1,895.56)				11,409.80
2017 Boat Excise	2,660.00		(85.00)	25.00	(65.00)				2,535.00

REPORT OF TAX COLLECTION
FISCAL YEAR 2019
JULY 1, 2018-JUNE 30, 2019

Tax Account	Outstanding July 1, 2018	Commitments	Payments	Refunds	Exemptions Abatements	Tax Titles	Deferrals	Adjustments Over/Short	Outstanding June 30, 2019
2016 Community Preservation Act	31.24				(31.61)				(0.37)
2016 Real Estate	1,445.25				(1,053.93)				391.32
Water Liens	(0.00)								(0.00)
2016 Personal Property	3,342.35		(332.97)						3,009.38
2016 Motor Vehicle Excise	13,040.03		(2,625.90)	2,436.06	(2,429.90)				10,420.29
2016 Boat Excise	1,776.00		(46.24)		(86.76)				1,643.00
2015 Personal Property	2,875.04		(244.41)						2,630.63
2015 Motor Vehicle Excise	9,134.93		(1,305.00)						7,829.93
2015 Boat Excise	1,296.00		(40.00)		(15.00)				1,241.00
2014 Motor Vehicle Excise	4,367.95		(80.00)						4,287.95
2014 Boat Excise	1,211.66		(40.00)						1,171.66
2013 Motor Vehicle Excise	4,291.68		(16.25)						4,275.43
2013 Boat Excise	1,257.00		(40.00)						1,217.00
2012 Motor Vehicle Excise	4,033.44								4,033.44
Totals	1,024,365.96	53,426,511.50	(52,937,182.18)	132,483.67	(382,128.21)	(219,538.43)	(4,641.30)	(14,263.18)	1,025,607.83

REPORT OF TREASURER'S COLLECTIONS
FISCAL YEAR 2019
JULY 1, 2018 - JUNE 30, 2019

Tax Title Accounts	Munis	CPA	Water liens	Betterment	Prior
Outstanding June 30, 2018	\$ 2,451,183.22	\$ 50,286.86	\$ 17,033.13	\$ -	\$ 27,294.60
Committed Tax/Liens/Special Assessments	201,743.51	\$ 5,989.37	4,004.88	\$ 4,902.00	
Committed Fees & Interest	48,986.36				
Exemptions, Abatements, Adjustments	\$ 40,319.41				
Payments	\$ (381,959.62)	\$ (9,457.97)	\$ (7,117.67)		
Foreclosed	\$ (25,930.90)	\$ (328.04)	\$ (1,760.00)		
Interest paid	\$ 221,631.29	\$ 5,352.17	\$ 3,338.33		
Outstanding June 30, 2019	\$ 2,334,341.98	\$ 46,490.22	\$ 12,160.34	\$ 4,902.00	\$ 27,294.60
Total outstanding tax titles				\$ 2,397,894.54	\$ 2,425,189.14
Deferred Tax Accounts					
Outstanding June 30, 2018	\$ 104,319.29				
Deferred fiscal year 2019	\$ 4,641.30				
Payments	\$ (6,206.85)				
Interest paid	\$ 4,373.15				
Outstanding June 30, 2019	\$ 102,753.74				

FY 2019 WAGE DATA

July 1, 2018-June 30, 2019

Name	Base	Seasonal	OT	Details	Other	Position
BALLANTINE, LARRY G	2,400.00	-	-	-	-	MONTHLY EMPLOYEES - TOWN
FORD, STEPHEN P	200.00	-	-	-	-	MONTHLY EMPLOYEES - TOWN
HOWELL, DONALD F	2,400.00	-	-	-	-	MONTHLY EMPLOYEES - TOWN
KAVANAGH, JULIE	2,200.00	-	-	-	-	MONTHLY EMPLOYEES - TOWN
MACASKILL, MICHAEL D	2,400.00	-	-	-	-	MONTHLY EMPLOYEES - TOWN
MCMANUS, EDWARD J	2,400.00	-	-	-	-	MONTHLY EMPLOYEES - TOWN
12,000.00		-	-	-	-	SELECTMEN Total
COPPOLA, CAROL F	122,400.26	-	-	-	2,000.00	FINANCE DIRECTOR
SAMPSON, PATRICIA A	56,359.94	-	-	-	350.00	ASSISTANT TO FINANCE DIRECTOR
TULLOCH, WENDY A	65,317.05	-	-	-	350.00	ASST TOWN ACCOUNTANT
244,077.25		-	-	-	2,700.00	ACCOUNTING DEPARTMENT Total
HULL, KENNETH J	5,936.70	-	-	-	-	ASST ASSESSOR
JONES, CARLENE M	42,042.76	-	4,029.87	-	-	ASST ASSESSOR
KAVANAUGH, JAY J	500.00	-	-	-	-	MONTHLY EMPLOYEES - TOWN
MOLINO, DONNA M	84,758.72	-	-	-	350.00	DEPUTY ASSESSOR
NIGHTINGALE, BRUCE W	500.00	-	-	-	-	MONTHLY EMPLOYEES - TOWN
WAYSTACK, RICHARD J	500.00	-	-	-	-	MONTHLY EMPLOYEES - TOWN
ZAIATZ, ELAINE M	43,289.82	-	292.98	-	-	ASST ASSESSOR
177,528.00		-	4,322.85	-	350.00	ASSESSOR/BD OF ASSESSORS Total

Name	Base	Seasonal	OT	Details	Other	Position
BULLOCK, AMY E	86,273.49	-	-	-	350.00	TREASURER/COLLECTOR
CALLEN, SUSAN M	-	2,948.62	-	-	-	STICKER SELLER
FARRELL, VIRGINIA A	53,577.16	-	-	-	350.00	EXECUTIVE ASST
HEMEON, BRUCE T	885.50	-	-	-	-	SENIOR WORKOFF
JELLISON, DEBORAH L	-	2,436.16	-	-	-	STICKER SELLER
KERR, SUSAN E	51,298.51	-	-	-	350.00	EXECUTIVE ASST
KNEPPER, NANCY A	61,334.10	-	1,592.33	-	675.00	ASST TREAS/COLLECTOR
LACERRA, ANN M	-	3,118.82	-	-	-	STICKER SELLER
MULLANE, MICHAEL J	1,468.50	-	-	-	-	SENIOR WORKOFF
MURPHY, JUDITH A	-	3,357.07	40.85	-	-	STICKER SELLER
Total	254,837.26	11,860.67	1,633.18	-	1,725.00	TREASURER/TAX COLLECTOR
CLARK, CHRISTOPHER	165,612.16	-	-	-	7,737.60	TOWN ADMINISTRATOR
DELANEY, DANIELLE P	637.84	-	-	-	-	ADMINISTRATIVE ASSISTANT
LAWTON, ROBERT C	22,678.57	-	-	-	-	TOWN ADMINISTRATOR
MACURA, PATRICIA A	10,425.86	-	-	-	-	EXECUTIVE ASSISTANT TO T.A.
MANION, SARAH	228.77	-	-	-	-	BOARD SECRETARY
MELILLO, EVAN N	48,000.33	-	-	-	3,051.40	ASSISTANT TOWN ADMINISTRATOR
MOORE, JEANETTE H	1,270.41	-	-	-	-	BOARD SECRETARY
POWERS, JOSEPH F	11,773.98	-	-	-	-	ASSISTANT TOWN ADMINISTRATOR
ROBINSON, SANDRA J	63,627.20	-	1,477.06	-	4,716.00	EXECUTIVE ASSISTANT TO T.A.
STEIDEL, ANN	81,828.81	-	-	-	5,206.66	SUPPORT STAFF SUPERVISOR
STEIDEL, MICHAEL A	1,144.44	-	-	-	-	IT INTERN
	407,228.37	-	1,477.06	-	20,711.66	TOWN HALL Total

Name	Base	Seasonal	OT	Details	Other	Position
BANFORD, RICHARD F	94,802.77	-	-	-	6,636.21	COMPUTER COORDINATOR
	94,802.77	-	-	-	6,636.21	INFORMATION TECHNOLOGY Total
GOODWIN, JAMIE L	71,745.86	-	-	-	-	CHANNEL 18 STATION MANAGER
LADUE, CALEB M	43,589.00	-	-	-	350.00	VIDEO & COMMUNITY INFO. SPEC.
WYATT, JOHN A	2,158.41	-	-	-	-	VIDEO/COMM INFO SPECIALISTS
	117,493.27	-	-	-	350.00	CHANNEL 18 Total
BELTS, GERALD C	62.50	-	-	-	-	ELECTED OFFICIAL
CAKOUNES, LEO G	62.50	-	-	-	-	ELECTED OFFICIAL
ROBINSON, DAVID A	62.50	-	-	-	-	ELECTED OFFICIAL
	187.50	-	-	-	-	CONSTABLES Total
ARNESON, LEONORA E	70.00	-	-	-	-	ELECTION WORKERS
BEARSE, JOYCE E	220.00	-	-	-	-	ELECTION WORKERS
BOWERS, JANET S	280.00	-	-	-	-	ELECTION WORKERS
BOWERS, RICHARD H	180.00	-	-	-	-	ELECTION WORKERS
BURCHFIELD, LYNDA E	210.00	-	-	-	-	ELECTION WORKERS
CALLAHAN, CHARLES L	150.00	-	-	-	-	ELECTION WORKERS
CALLAHAN, JOAN A	290.00	-	-	-	-	ELECTION WORKERS
CARROLL, ERIC G	380.00	-	-	-	-	ELECTION WORKERS
CARROLL, GAYLE E	430.00	-	-	-	-	ELECTION WORKERS
CORBETT, URSULA K	480.00	-	-	-	-	ELECTION WORKERS
DAVIS, JUDITH	210.00	-	-	-	-	ELECTION WORKERS
DICKINSON, ELAINE F	220.00	-	-	-	-	ELECTION WORKERS
DOUCETTE, ANITA N	97,489.80	-	-	-	-	ELECTED OFFICIAL
EAGAN, MARY M	50.00	-	-	-	-	ELECTION WORKERS
EATON, DONNA W	210.00	-	-	-	-	ELECTION WORKERS

Name	Base	Seasonal	OT	Details	Other	Position
ELDRIDGE, JOHN A SR	670.00	-	-	-	-	ELECTION WORKERS
FLYNN, LESLIE J	140.00	-	-	-	-	ELECTION WORKERS
FRITH, MARJORIE	140.00	-	-	-	-	ELECTION WORKERS
GAMES, TINA M	140.00	-	-	-	-	ELECTION WORKERS
GOMES, RICHARD E	220.00	-	-	-	-	ELECTION WORKERS
HALL, SANDRA	320.00	-	-	-	-	ELECTION WORKERS
HARRINGTON, DOROTHY M	150.00	-	-	-	-	ELECTION WORKERS
HEMMINGS, DOROTHY G	751.65	-	-	-	-	REGISTRARS OF VOTERS
HUGHES, LINDA L	70.00	-	-	-	-	ELECTION WORKERS
KAISER, JANET M	280.00	-	-	-	-	ELECTION WORKERS
KAPLAN, ANN W	430.00	-	-	-	-	ELECTION WORKERS
KNOWLES, SHIRLEY	880.00	-	-	-	-	ELECTION WORKERS
MASLOWSKI, MARY A	55,619.20	-	1,283.52	-	145.83	EXECUTIVE ASST
MILLS, SUSAN J	521.43	-	-	-	-	REGISTRARS OF VOTERS
OTOOLE, SHEILA K	100.00	-	-	-	-	ELECTION WORKERS
PANKO, DEAN K	210.00	-	-	-	-	ELECTION WORKERS
PARKHURST, DOROTHY A	1,143.14	-	-	-	-	REGISTRARS OF VOTERS
PINA, MARY ANN E	220.00	-	-	-	-	ELECTION WORKERS
REMILLARD, WILFRED	300.00	-	-	-	-	ELECTION WORKERS
ROSE, MARGARET A	490.00	-	-	-	-	ELECTION WORKERS
RUTHERFORD, KEVIN T	9,404.37	-	-	-	-	REGISTRARS OF VOTERS
SACRAMONE, CATHERINE A	140.00	-	-	-	-	ELECTION WORKERS
SCHLANSKY, MARILYN A	280.00	-	-	-	-	ELECTION WORKERS
SCHLANSKY, PAUL M	260.00	-	-	-	-	ELECTION WORKERS
SEMENTA, DEBORAH A	310.00	-	-	-	-	ELECTION WORKERS

Name	Base	Seasonal	OT	Details	Other	Position
SHAPIRO, ROSANNE	140.00	-	-	-	-	ELECTION WORKERS
SULLIVAN, JUDITH M	60.00	-	-	-	-	ELECTION WORKERS
TAVANO, DONNA L	310.00	-	-	-	-	ELECTION WORKERS
WEINSTEIN, SUSAN W	210.00	-	-	-	-	ELECTION WORKERS
WEST, PAULA M	61,334.00	-	1,280.60	-	2,293.93	ASST TOWN CLERK
	236,113.59	-	2,564.12	-	2,439.76	TOWN CLERK DEPT Total
FELTON, SHILO K	-	2,686.14	-	-	-	SEASONAL LABORER
SMITH, NICOLE D	52,824.56	-	377.47	-	366.67	ASSISTANT CONSERVATION AGENT
USOWSKI, AMY E	82,784.00	-	-	-	250.00	CONSERVATION ADMINISTRATION
	135,608.56	2,686.14	377.47	-	616.67	CONSERVATION DEPT Total
GREENHALGH, CHARLEEN L	87,344.63	-	-	-	350.00	TOWN PLANNER
	87,344.63	-	-	-	350.00	PLANNING DEPT Total
BANFORD, AMY E	38,807.58	-	-	-	-	EXECUTIVE ASST
BANTA, ELAINE	56,284.45	-	1,054.32	-	2,224.77	EXECUTIVE ASST
CLARKE, JENNIFER M	52,738.14	-	772.30	-	-	EXECUTIVE ASST
DELANEY, SHELAGH M	52,978.10	-	2,646.22	-	-	EXECUTIVE ASST
MCNEILL, LINDA L	8,694.93	-	-	-	-	ADMINISTRATIVE ASSISTANT
	209,503.20	-	4,472.84	-	2,224.77	COMMUNITY DEVELOPMENT Total
ARRIGO, CHRISTOPHER R	38,102.68	-	1,484.73	3,976.50	-	PATROLMEN
BOORACK, PAUL P	92,635.50	-	41,368.32	12,659.48	-	POLICE SERGEANT
BRACKETT, ROBERT C	85,368.01	-	32,456.78	23,666.55	-	POLICE SERGEANT
BRICKLEY, BRENDAN R	68,172.56	-	14,963.17	34,974.39	-	PATROLMEN
BROOKS, CHARLES J	49,168.27	-	12,041.84	24,131.84	-	PATROLMEN
BURNS, JOHN J	69,879.71	-	2,148.51	-	5,218.90	ANIMAL CONTROL OFFICER
BUTTRICK, RICHARD E JR	75,153.76	-	4,830.92	5,759.81	800.00	PATROLMEN

Name	Base	Seasonal	OT	Details	Other	Position
CAMPBELL, RICHARD	98,519.68	-	21,044.49	14,608.45	-	POLICE SERGEANT
CLARKE, THOMAS D	73,164.86	-	40,858.99	13,622.05	800.00	PATROLMEN
CONNERY, JAMES R	73,095.68	-	5,442.37	27,474.93	-	PATROLMEN
CONSIDINE, KEVIN M	113,161.88	-	5,613.67	5,017.21	-	DEPUTY POLICE CHIEF
CULVER, LYMAN E JR	817.20	-	-	-	-	SPECIAL POLICE OFFICER
CURRIE, ROBERT E	3,084.97	-	-	100,204.00	-	SPECIAL POLICE OFFICER
DEBAGGIS, TEGAN M	65,109.51	-	12,967.29	4,776.00	-	PATROLMEN
DONOVAN, DANIEL J	59,138.88	-	14,713.89	9,840.00	800.00	PATROLMEN
DUTRA, DEREK J	77,781.76	-	23,628.32	3,982.99	-	PATROLMEN
FAZZINO, RYAN J	55,272.56	-	14,477.70	31,137.12	-	PATROLMEN
GAGNON, THOMAS A JR	98,891.43	-	-	28,467.62	40,432.44	SPECIAL POLICE OFFICER
GOSHGARIAN, ARAM V	92,077.52	-	32,698.03	28,986.26	-	POLICE SERGEANT
GRIFFITHS, THOMAS G JR.	64,581.20	-	4,435.01	23,500.50	-	PATROLMEN
GUILLEMETTE, DAVID J	143,788.45	-	-	-	-	POLICE CHIEF
HADFIELD, ROBERT D	75,690.56	-	14,176.22	13,809.98	1,300.00	PATROLMEN
HARRIS, MARC W	77,750.40	-	1,626.03	3,016.56	800.00	PATROLMEN
HOLMES, MARK T	69,656.48	-	18,934.60	37,285.11	-	PATROLMEN
HORGAN, ROBERT F	653.76	-	-	33,712.56	-	SPECIAL POLICE OFFICER
HUTTON, ADAM E	98,279.97	-	28,851.42	39,741.58	-	POLICE LIEUTENANT
JACEK, DAVID J	1,246.23	-	-	63,544.00	-	SPECIAL POLICE OFFICER
JUDGE, JULIE L	50,468.60	-	55.46	-	3,532.80	RECORDS SPECIALIST
KANNALLY, KEITH T	67,842.63	-	13,539.42	30,471.04	-	PATROLMEN
LABELLE, JOSEPH F JR	66,517.42	-	-	-	800.00	PATROLMEN
LARVEE, JOHN J	69,873.82	-	18,877.40	23,916.53	-	PATROLMEN
LINCOLN, KEITH E	63,395.22	-	972.90	8,784.00	800.00	PATROLMEN

Name	Base	Seasonal	OT	Details	Other	Position
MCNALLY, IRIS G	55,673.00	-	21,723.41	-	7,488.78	EMGCY TELECOM DISPATCHERS
MITCHELL, JONATHAN L	69,518.72	-	451.02	-	-	PATROLMEN
MONTERO, THEODORE R IV	47,791.91	-	9,591.20	-	-	EMGCY TELECOM DISPATCHERS
NICHOLSON, DIANE A	54,977.58	-	11,921.97	-	8,553.57	EMGCY TELECOM DISPATCHERS
NOLAN, NEIL A	68,936.84	-	4,173.31	16,400.50	-	PATROLMEN
PARKER, GABRIELLA R	49,427.78	-	6,643.24	-	-	EMGCY TELECOM DISPATCHERS
PETELL, PETER P	65,555.80	-	11,035.31	-	-	PATROLMEN
PORTER, MICHAEL E JR	70,985.63	-	15,815.98	-	800.00	PATROLMEN
ROSS, JADE D	44,572.69	-	9,172.43	-	3,041.11	EMGCY TELECOM DISPATCHERS
RUGGIERO, RONALD D	58,434.80	-	12,447.94	23,215.52	-	PATROLMEN
STONE, JOSEPH A	653.76	-	-	11,480.56	-	SPECIAL POLICE OFFICER
SULLIVAN, JOHN F JR	114,154.56	-	2,469.69	30,922.60	-	POLICE LIEUTENANT
SULLIVAN, JOHN F SR	817.20	-	-	22,782.00	-	SPECIAL POLICE OFFICER
ULRICH, T P	69,217.00	-	1,916.23	-	-	PATROLMEN
VARLEY, KATIE A	55,619.20	-	1,222.40	-	2,780.96	ASST TO POLICE CHIEF
VERMETTE, TYLER J	64,043.21	-	21,616.20	6,676.83	-	PATROLMEN
WALINSKI, AMY	80,463.59	-	27,685.45	3,807.45	-	POLICE SERGEANT
WARREN, JOHN E JR	817.20	-	-	79,043.50	-	SPECIAL POLICE OFFICER
YOUNG, KAREN F	1,100.16	-	-	-	-	EXECUTIVE ASST
3,111,101.79		-	540,093.26	845,396.02	77,948.56	POLICE DEPT Total
AVERY, RYAN E	65,924.84	-	35,141.44	-	4,872.11	FIRE FIGHTERS EMT-P
BATTISTA, JOSEPH J	27,231.70	-	9,285.41	-	7,095.06	FIRE FIGHTERS EMT-P
BOYNE, JASON R	49,700.28	-	-	-	22,197.83	FIRE FIGHTER EMT-B
CLARKE, JAMES M	61,723.49	-	42,132.90	789.29	4,851.70	FIRE FIGHTER EMT-B
CLARKE, JOHN H	4,118.04	-	-	-	28,968.23	CAPTAIN INSPECTOR

Name	Base	Seasonal	OT	Details	Other	Position
CLARKE, NORMAN M JR	132,121.09	-	-	-	5,589.74	FIRE CHIEF
COUGHLIN, BRIAN T	72,809.25	-	5,620.30	902.05	13,684.15	CAPTAIN INSPECTOR PARAMEDIC
DIAMOND, ERIC C	67,286.23	-	17,045.14	451.02	10,456.59	FIRE FIGHTERS EMT-P
DRUCKENBROD, TIMOTHY	F56,992.70	-	20,730.08	676.53	6,533.60	FIRE FIGHTERS EMT-P
DUQUETTE, KEVIN M	58,698.32	-	10,232.22	225.51	6,550.98	FIRE FIGHTER EMT-B
EDWARDS, RYAN P	67,873.31	-	44,854.39	732.91	13,732.69	LIEUTENANT EMT-B
ELDREDGE, MATTHEW A	61,708.48	-	3,450.69	-	11,005.07	FIRE FIGHTER EMT-B
ELDREDGE, ROY H JR	17,711.13	-	-	-	-	OFFICE ASSISTANT
ELLIOTT, ERIC K	66,954.73	-	56,523.06	451.02	9,845.99	FIRE FIGHTERS EMT-P
ERVING, JEFFREY D JR	2,333.88	-	1,458.67	-	2,713.14	FIRE FIGHTERS EMT-P
FERRO, BRANDON J	17,526.03	-	4,308.42	-	-	FIRE FIGHTERS EMT-P
FINN, PAUL	66,360.00	-	8,934.14	-	13,738.59	EMS OFFICER
FORD, JOSHUA D	66,393.58	-	32,274.77	225.51	9,184.50	FIRE FIGHTERS EMT-P
GOULD, THOMAS D	62,332.50	-	-	-	29,391.95	FIRE FIGHTERS EMT-P
GRUNDY, AARON W	4,108.64	-	36.68	-	770.37	FIRE FIGHTERS EMT-P
HAWTHORNE, GLENN D	66,496.20	-	39,707.35	225.51	13,738.59	FIRE FIGHTERS EMT-P
LAPLANTE, ADAM S	66,330.49	-	46,892.44	451.02	5,215.58	FIRE FIGHTERS EMT-P
LEBLANC, DAVID J	112,634.08	-	7,878.95	-	12,389.74	DEPUTY FIRE CHIEF
L'ETOILE, BRAD A	61,856.33	-	43,930.69	451.02	6,969.88	FIRE FIGHTER EMT-B
MAYO, JOSEPH	71,575.50	-	40,140.95	902.04	14,824.91	CAPTAIN EMT B
OTTINO, ANDREW W	49,985.32	-	16,028.56	620.15	5,427.55	FIRE FIGHTER EMT-B
PARKER, DONALD W JR	71,575.55	-	70,528.58	1,578.57	14,824.91	CAPTAIN EMT B
PICHE, SHAWN P	66,438.99	-	32,426.02	1,296.69	9,934.50	FIRE FIGHTERS EMT-P
PIRES, SUSAN A	43,838.32	-	-	-	2,892.20	ASST TO FIRE CHIEF

Name	Base	Seasonal	OT	Details	Other	Position
REGAN, CHRISTINA L	60,436.09	-	14,652.32	451.02	6,604.87	FIRE FIGHTERS EMT-P
REGO, JOSEPH H III	63,065.15	-	25,661.61	225.51	12,484.25	FIRE FIGHTER EMT-B
SANDERS, ROBERT K	74,049.35	-	18,663.01	-	13,206.09	EMS OFFICER
SANDINO, JAMES A	51,729.58	-	18,760.80	-	4,373.52	FIRE FIGHTER EMT-B
SANGIOVANNI, DANIEL A	54,509.47	-	43,711.47	451.02	4,837.71	FIRE FIGHTER EMT-B
SCHNEWEISS, WILLIAM B	58,501.78	-	19,375.43	1,240.31	7,336.04	FIRE FIGHTERS EMT-P
SMITH, LEIGHANNE M	74,467.94	-	45,796.18	225.51	13,316.13	CAPTAIN EMT P
THORNTON, CRAIG W	74,660.20	-	51,515.60	676.53	15,463.89	CAPTAIN EMT P
TYLDESLEY, SCOTT A	70,737.70	-	57,206.90	-	12,600.82	LIEUTENANT EMT-P
WALORZ, JUSTYNE L	70,677.27	-	38,508.94	902.04	12,600.82	LIEUTENANT EMT-P
WARNER, BRYANT M	43,134.00	-	12,586.60	169.13	7,115.06	FIRE FIGHTER EMT-B
WHITE, JUSTIN G	70,401.35	-	49,920.08	902.04	13,928.66	LIEUTENANT EMT-P
WILLIAMS, ROBERT A	21,717.10	-	2,861.39	-	770.37	FIRE FIGHTERS EMT-P
WILLIS, BRAD R	66,880.78	-	26,258.67	-	11,486.99	FIRE FIGHTERS EMT-P
YOUNG, BRUCE F	62,248.08	-	55,746.02	902.04	11,005.07	FIRE FIGHTER EMT-B
	2,557,854.84	-	1,070,786.87	16,123.99	434,530.44	FIRE DEPARTMENT Total
ANDERSON, DAVID C	7,313.68	-	-	-	-	LOCAL BUILDING INSPECTOR
CHESLEY, RAYMOND G	86,100.45	-	-	-	600.00	BUILDING COMMISSIONER
MURPHY, KENNETH L	64,373.42	-	35.37	-	308.33	LOCAL BUILDING INSPECTOR
STEVENS, RICHARD G	10,606.82	-	-	-	250.00	LOCAL BUILDING INSPECTOR
	168,394.37	-	35.37	-	1,158.33	BUILDING DEPARTMENT Total
DAVIS, THOMAS J	49,769.65	-	-	-	-	PLUMBING WIRE GAS INSPECTORS
MOYNIHAN, JAMES M	22,083.45	-	-	-	-	PLUMBING WIRE GAS INSPECTORS
	71,853.10	-	-	-	-	PLUMBING INSPECTOR Total

Name	Base	Seasonal	OT	Details	Other	Position
HAARMAN, RICHARD A	3,416.74	-	-	-	-	PLUMBING WIRE GAS INSPECTORS
WHELAN, THOMAS R	47,084.03	-	-	-	-	PLUMBING WIRE GAS INSPECTORS
	50,500.77	-	-	-	-	ELECTRICAL INSPECTOR Total
DAVACK, CAROLINE E	-	1,288.00	-	-	-	SHELLFISH INTERN
MCNAMARA, DELIA K	-	3,160.50	-	-	-	SHELLFISH INSTRUCTOR
NOONE-PRICE, MAEVE E	-	1,380.00	-	-	-	SHELLFISH INTERN
PROFT, HEINZ M	94,802.83	-	-	-	600.00	NATURAL RESOURCES DIRECTOR
SMELTZER, PATRICK B	-	1,242.00	-	-	-	SHELLFISH INTERN
	94,802.83	7,070.50	-	-	600.00	NATURAL RESOURCES Total
CAFARELLI, ROBERT M	58,375.84	-	-	-	19,733.86	TOWN ENGINEER
RYDER, GRIFFIN J	14,930.50	-	-	-	-	TOWN ENGINEER
SWEETSER, PAUL E	28,605.50	-	-	-	9,807.10	SURVEYOR
	101,911.84	-	-	-	29,540.96	ENGINEERING DEPT Total
BAILEY, DAVID I	-	4,350.00	-	-	-	SEASONAL LABORER
BERUBE, KIM	61,224.80	-	12,093.58	-	-	SENIOR ADMINISTRATIVE ASST
BERUBE, RICHARD	70,595.20	-	13,279.04	-	350.00	MAINTENANCE MANAGER
BOLGER, JAMES C	5,791.80	1,099.90	650.10	-	-	SUBSTITUTE CUSTODIAN
BRYDA, MICHAEL E	47,444.81	-	3,518.49	-	3,571.14	CUSTODIAN
CENTRELLA, PATRICIA A	47,444.80	-	5,041.06	-	3,321.14	CUSTODIAN
DALUZE, MATTHEW M	-	1,800.00	11.25	-	-	SEASONAL LABORER
EDSON, KYLE R	70,595.20	-	11,064.50	-	350.00	MAINTENANCE MANAGER
GAGNON, THOMAS A JR	60,528.00	-	6,693.04	-	900.00	MECHANIC
GIFEE, CHRISTOPHER J	48,048.00	-	2,286.93	-	3,613.36	CUSTODIAN
HERSEY, STEVEN P	53,185.63	-	7,031.79	-	-	HVY EQ OP TRK DR CRAFTSMAN

Name	Base	Seasonal	OT	Details	Other	Position
HOLMES, COLLIN F	60,528.00	-	3,310.16	-	-	MECHANIC
HOOPER, LINCOLN S	118,278.17	-	-	-	-	DPW DIRECTOR
HUNT, VALERIE J	33,406.14	-	1,056.28	-	-	CUSTODIAN
LEWIS, DANIEL N	46,749.16	-	5,126.57	-	1,673.34	CUSTODIAN
MERESTE, DANIEL	50,416.85	-	3,175.21	-	350.00	HVY EQ OP TRK DR CRAFTSMAN
MURPHY, EUGENE J JR	56,093.30	-	6,372.50	-	350.00	MECHANIC
NICKERSON, DONALD C	70,595.20	-	12,388.14	-	350.00	MAINTENANCE MANAGER
OELSCHAGER, DANIEL J	-	5,592.00	648.00	-	-	SEASONAL LABORER
PINA, F. JEFFREY	53,276.78	-	8,054.88	-	-	HVY EQ OP TRK DR CRAFTSMAN
SALAS, ANTHONY	47,444.80	-	3,946.13	-	2,147.79	CUSTODIAN
SEARS, LINDA A	2,324.60	-	-	-	-	SUBSTITUTE CUSTODIAN
SEELY, JOAN T	50,774.50	-	6,739.71	-	350.00	HEAD CLERK
SMITH, DAVID J	47,189.49	-	2,774.36	-	550.00	HVY EQ OP TRK DR CRAFTSMAN
SOUZA, ANDREW F	52,552.72	-	5,109.72	-	-	HVY EQ OP TRK DR CRAFTSMAN
SUTHERLAND, CHRISTOPHER J	-	5,400.00	22.50	-	-	SEASONAL LABORER
TUOMINEN, CHARLES L	19,817.19	-	107.26	-	-	MECHANIC
VAGENAS, JOHN R	-	600.00	-	-	-	SEASONAL LABORER
WRIGHTINGTON, DAVID R	56,180.82	-	12,289.58	-	900.00	SR HEAVY EQUIPMENT OPERATOR
YARBRO, THOMAS J	56,180.84	-	11,864.20	-	350.00	SR HEAVY EQUIPMENT OPERATOR
ZIEGLER, ROBERT A	1,260.80	-	-	-	-	SUBSTITUTE CUSTODIAN
1,287,927.60	18,841.90	144,654.98	19,126.77	HWAY DEPARTMENT Total		
ELDRIDGE, ERIC C	64,251.22	-	4,880.67	-	-	WORKING FOREMAN
LANGWAY, WESLEY J	53,185.61	-	5,977.00	-	-	HVY EQ OP TRK DR CRAFTSMAN
LIBBY, SEAN B	70,595.20	-	12,371.19	-	350.00	MAINTENANCE MANAGER

Name	Base	Seasonal	OT	Details	Other	Position
VIERA, PAUL A	64,251.22	-	3,876.72	-	350.00	WORKING FOREMAN
252,283.25		-	27,105.58	-	700.00	HIGHWAY/BUILDING Total
CROWELL, EDWARD T	59,403.60	-	21,081.53	-	350.00	TRACTOR/TRAILER DRIVER
DECOSTA, DANA A	11,515.52	-	1,463.14	-	-	RECY/SCALE LABORER
DONNELLY, NICHOLAS P	16,268.50	-	4,828.25	-	955.50	TRACTOR/TRAILER DRIVER
GERMAIN, ERIN K	56,814.16	-	10,401.60	-	-	HEAD CLERK
GILBERT, DAVID M	70,595.20	-	14,865.83	-	-	MAINTENANCE MANAGER
GROSSE, CODY J	48,535.68	-	11,427.00	-	350.00	HEAD CLERK
HOSKING, RICHARD L	59,176.00	-	20,420.05	-	350.00	TRACTOR/TRAILER DRIVER
JESUDOWICH, ALEX	11,891.17	-	-	-	-	RECY/SCALE LABORER
KIERNAN, MICHAEL F	24,957.98	-	-	-	-	RECY/SCALE MONITOR
MASON, AIDAN F	17,659.12	-	326.04	-	-	TRANSFER STATION
MCNEELY, DANIEL J	44,609.61	-	17,774.15	-	-	TRACTOR/TRAILER DRIVER
SORENSEN HENRY, ZACHOREE J	5,673.00	-	186.66	-	-	TRANSFER STATION
STOVICH, PETER E	56,701.20	-	10,171.13	-	350.00	TRACTOR/TRAILER DRIVER
STRATTON, WALTER E III	46,952.80	-	6,741.78	-	30,229.57	WORKING FOREMAN
SUTHERLAND, GEORGE T	23,683.98	-	480.02	-	-	RECY/SCALE MONITOR
554,437.52		-	120,167.18	-	32,585.07	DISPOSAL/LANDFILL DEPT Total
ALVES, TRACEY L	52,559.52	-	227.82	-	350.00	ADMINISTRATIVE ASST
CARREIRO, GARY A	1,000.00	-	-	-	-	MONTHLY EMPLOYEES - TOWN
CURRIE, SCOTT A SR	62,361.94	-	626.05	-	4,465.09	ELECTRICAN JOURNEYMAN
ELDRIDGE, JASON M	64,543.39	-	30,529.39	-	2,154.33	DISTRIBUTION OPERATOR FOREMAN
GRIFFIN, ABIGAIL J	-	5,692.50	-	-	-	SEASONAL LABORER
HICKS, STEVEN G	73,569.63	-	17,296.46	-	2,207.09	ASSISTANT WATER SUPERINTENDENT

Name	Base	Seasonal	OT	Details	Other	Position
MAJKA, JOSHUA D	50,422.29	-	10,392.78	-	100.00	DIS MECHANIC/OP II
MARSH, WELLESLEY	60,599.00	-	541.18	-	3,460.70	EXECUTIVE ASST
MCCUSKER, CODY J		5,733.75	-	-	-	SEASONAL LABORER
MILAN, DANA M	56,433.28	-	27,413.95	-	4,083.86	SECONDARY DISTRIBUTION OPER
NEWHARD, BERNARD	62,468.15	-	27,816.63	-	4,865.09	TREATMENT OPERATOR T2
NEWHARD, PATRICIA A	-	7,136.25	-	-	-	SEASONAL LABORER
NICHOLSON, DAVID C JR	54,143.19	-	4,372.29	-	3,914.97	SECONDARY DISTRIBUTION OPER
PELLETIER, DANIEL R	111,228.02	-	-	-	350.00	WATER SUPERINTENDENT
PENINGER, WILLIAM E	62,464.60	-	30,113.65	-	4,490.09	PRIMARY DISTRIBUTION OPERATOR
PICARD, TIMOTHY J	54,147.05	-	7,570.18	-	2,765.47	DIS MECHANIC/OP III
SALZILLO, NEIL J	66,096.64	-	32,996.64	-	4,818.43	TREATMENT OPERATOR T2
SIEGER, ROBERT P	-	1,188.00	-	-	-	SEASONAL LABORER
SIEGER, SANDRA	73,569.70	-	2,586.58	-	5,499.87	ASST SUPERINTENDNT/COMPTROL-
LER						
SPARROW, PHILIP M	54,221.96	-	21,727.12	-	3,814.97	SECONDARY DIS OPER D1
THOMPSON, ALLIN	1,000.00	-	-	-	-	MONTHLY EMPLOYEES - TOWN
UNDERWOOD, JUDITH	1,000.00	-	-	-	-	MONTHLY EMPLOYEES - TOWN
	961,828.36	19,750.50	214,210.72	-	47,339.96	WATER DEPARTMENT Total
KELLEY, ROBBIN M	61,056.84	-	-	-	4,013.42	CEMETERY ADMINISTRATOR
	61,056.84	-	-	-	4,013.42	CEMETERY ASSOCIATION Total
HOPKINS, JARED J	53,185.70	-	5,369.76	-	-	HVY EQ OP TRK DR CRAFTSMAN
STRATTON, JAMES W	64,251.20	-	4,672.14	-	-	WORKING FOREMAN
	117,436.90	-	10,041.90	-	-	CEMETERY/HWY DEPARTMENT Total

Name	Base	Seasonal	OT	Details	Other	Position
BAYERL, CYNTHIA T	500.00	-	-	-	-	MONTHLY EMPLOYEES - TOWN
BOYLE, JOHN F	500.00	-	-	-	-	MONTHLY EMPLOYEES - TOWN
CUSHING, MATTHEW	500.00	-	-	-	-	MONTHLY EMPLOYEES - TOWN
DOWGIALLO, RONALD J	249.98	-	-	-	-	MONTHLY EMPLOYEES - TOWN
ELDRIDGE, MEGGAN M	78,462.47	-	-	-	250.00	HEALTH DIRECTOR
HOWELL, PAMELA	500.00	-	-	-	-	MONTHLY EMPLOYEES - TOWN
POLSELLI, MARK N	17,128.70	-	-	-	-	ASST HEALTH AGENT/INSPECTOR
TENAGLIA, KATHLEEN A	61,600.74	-	2,634.07	-	395.84	SR HEALTH AGENT/INSPCT
TWOMBLY, HUNTER J	2,839.02	-	-	-	250.00	ASST HEALTH AGENT/INSPECTOR
	162,280.91	-	2,634.07	-	895.84	HEALTH DEPARTMENT Total
BUHLER, MARY BETH	909.15	-	-	-	-	CUSTOMER SERVICE - WEIGHT RM.
BURKE, JESSICA A	4,956.93	-	-	-	-	WEIGHT ROOM WORKER
CAREY, CAROLYN	98,998.82	-	-	-	3,996.26	COMMUNITY CENTER MANAGER
ESTABROOK, SAMANTHA	M51,348.05	-	1,427.77	-	350.00	EXECUTIVE ASST
FEDE, BRYAN J	13,595.41	-	-	-	-	PROGRAM AIDE
LOTTI, KERRY L	25,673.06	-	-	-	-	ADMINISTRATIVE ASSISTANT
NEWTON, JUDITH A	5,040.49	-	-	-	-	WEIGHT ROOM WORKER
NOTARO, BRIENNA J	542.26	-	-	-	-	PROGRAM AIDE
STEIDEL, DANIEL A	4,311.83	-	-	-	-	WEIGHT ROOM WORKER
STRZEPEK, ERICA D	24,169.65	-	-	-	-	ADMINISTRATIVE ASSISTANT
	229,545.65	-	1,427.77	-	4,346.26	COMMUNITY CENTER Total
ANDERSON, RICHARD S	26,562.75	-	26.50	-	1,820.44	PROGRAM SPECIALIST
CARLSON, MARIE A	55,619.20	-	183.36	-	2,726.36	EXECUTIVE ASST
DAGON, DIANNE M	11,178.66	-	-	-	-	VAN DRIVER

Name	Base	Seasonal	OT	Details	Other	Position
FALLON, VIRGINIA S	841.32	-	-	-	-	PUBLIC HEALTH NURSE
GOLIA, GERALD E	21,336.10	-	-	-	350.00	VAN DRIVER
GRUNWALD, KEVIN M	8,308.19	-	-	-	884.17	SOCIAL SERVICES COORDINATOR
JUSELL, SUSAN J	82,534.40	-	-	-	6,127.41	PUBLIC HEALTH NURSE
KEITH, SUSANNA C	44,218.24	-	397.76	-	-	SOCIAL SERVICES COORDINATOR
LUSHER, CHARLOTTA G	2,289.14	-	-	-	-	AIDE TO PROGRAMS
MITCHELL, EMILY J	43,395.91	-	-	-	-	COUNCIL ON AGING DIRECTOR
PETRACCA, GARTH J	21.83	-	-	-	-	AIDE TO PROGRAMS
ROGERS, RICHARD H	3,136.39	-	-	-	-	VAN DRIVER
RYDER, JANE M	408.66	-	-	-	-	PUBLIC HEALTH NURSE
SKIPPER, KATHLEEN A	8,747.66	-	-	-	-	VAN DRIVER
ST PIERRE, LINDA	41,514.30	-	575.96	-	350.00	AIDE TO PROGRAMS
THIBODEAU, REMI W	2,178.37	-	-	-	-	VAN DRIVER
WILSON, JUDITH L	15,181.87	-	-	-	8,567.19	COUNCIL ON AGING DIRECTOR
HOUSE, SHEILA	367,472.99	-	1,183.58	-	20,825.57	COUNCIL ON AGING Total
	84,853.08	-	-	-	950.00	YOUTH COUNSELOR
BROWN, JOANNE	84,853.08	-	-	-	950.00	YOUTH COUNSELOR Total
BUHLER, JOY E	1,000.00	-	-	-	-	ANNUAL LIBRARY TRUSTEES
BURKE, CARLA	6,139.62	-	-	-	-	CIRCULATION ASSISTANT
CARPENTER, ANN S	25,057.76	-	-	-	272.56	COORDINATOR-ASSISTIVE TECH
CARR, SUZANNE E	58,494.98	-	437.91	-	4,486.42	LIBRARIAN
CARTA, EMILY R	366.42	-	-	-	-	CIRCULATION ASSISTANT
CLINGAN, JOANNE	53,164.72	-	51.17	-	350.00	STAFF LIBRARIAN
	26,908.94	-	-	-	528.93	SR LIBRARY TECHNICIAN

Name	Base	Seasonal	OT	Details	Other	Position
CRAIG, CYNTHIA M	295.50	-	-	-	-	CIRCULATION ASSISTANT
CROWELL, CAROLINE	323.08	-	-	-	-	CIRCULATION ASSISTANT
CROWELL, WILLIAM D	1,000.00	-	-	-	-	ANNUAL LIBRARY TRUSTEES
EMERSON, ANN B	1,000.00	-	-	-	-	ANNUAL LIBRARY TRUSTEES
FEIL, ELIZABETH C	115.92	-	-	-	-	CIRCULATION ASSISTANT
GREEN, MEGAN R	40,786.90	-	-	-	-	EXECUTIVE ASST
HENKEN, SUSAN D	8,059.20	-	-	-	-	CIRCULATION ASSISTANT
HEWITT, VIRGINIA	97,124.06	-	-	-	-	LIBRARY DIRECTOR
HOWARD, CATHERINE E	5,126.13	-	-	-	-	CIRCULATION ASSISTANT
HURFORD, DOROTHY D	7,024.04	-	-	-	-	CIRCULATION ASSISTANT
INMAN, PHILLIP E	22,752.51	-	-	-	735.40	LIBRARY EVENING SUPERVISOR
KAUFMANN, CHRISTINE E	40.12	-	-	-	-	CIRCULATION ASSISTANT
KELLEY, LAURA L	22,054.30	-	-	-	264.46	SR LIBRARY TECHNICIAN
KRAFT, VINCENT H	217.83	-	-	-	-	CIRCULATION ASSISTANT
LEACH, JACQUELINE S	5,825.97	-	-	-	-	CIRCULATION ASSISTANT
MARTELL, SUZANNE P	55,619.20	-	160.44	-	-	STAFF LIBRARIAN
MCCARTY, JOAN A	1,000.00	-	-	-	4,015.58	ANNUAL LIBRARY TRUSTEES
MILAN, EMILY R	61,334.12	-	117.96	-	613.34	ASSISTANT LIBRARY DIRECTOR
NICHOLS, JUDITH H	4,662.57	-	-	-	-	CIRCULATION ASSISTANT
NORTH, PAMELA A	3,388.40	-	-	-	-	CIRCULATION ASSISTANT
PAINE, PAMELA A	34,845.42	-	-	-	1,359.77	SR LIBRARY TECHNICIAN
PICKETT, JENNIFER B	58,494.80	-	152.67	-	3,509.69	LIBRARIAN
REMILLARD, KATHLEEN A	1,000.00	-	-	-	-	ANNUAL LIBRARY TRUSTEES
SHAW, SHARON S	2,001.52	-	-	-	-	CIRCULATION ASSISTANT

Name	Base	Seasonal	OT	Details	Other	Position
SHEEDY, JOHN T	11,014.71	-	-	-	-	SR LIBRARY TECHNICIAN
SIMS, CAREY V	20,863.14	-	-	-	-	SR LIBRARY TECHNICIAN
STELLO, MELISSA E	2,834.97	-	-	-	-	CIRCULATION ASSISTANT
THORNTON, JAMIE K	14,411.36	-	-	-	-	SR LIBRARY TECHNICIAN
WARDE, MARY V	1,000.00	-	-	-	-	ANNUAL LIBRARY TRUSTEES
WHEELER, JEANNIE S	1,000.00	-	-	-	-	ANNUAL LIBRARY TRUSTEES
656,348.21	-	920.15	-	-	16,136.15	LIBRARY DEPARTMENT Total
AMAKER, NATHAN F	-	3,078.00	-	-	-	PLAYGROUND INSTRUCTOR
AMES, LEE A	63,656.48	-	3,071.28	-	4,449.52	EXECUTIVE ASST
AZANOW, ADAM M	-	5,557.50	-	-	-	PARKING ENFORCEMENT OFFICER
BARBELL-A-RANELLO, AVA M	-	1,299.50	-	-	-	TENNIS INSTRUCTOR
BEEBE, ERIC J	80,455.12	-	-	-	350.00	RECREATION DIRECTOR
BOURGEOIS, MICHAEL H	1,036.00	23,531.73	-	-	-	ACTIVITIES COORDINATOR
BOURQUE, CARLENE B	-	240.63	-	-	-	PARKING ATTENDANT
BUFFINGTON, JAYMIE H	-	3,637.50	-	-	-	PARKING ATTENDANT
BYRNE, MOLLY A	-	2,881.25	-	-	-	PARKING ATTENDANT
CABIDO, MARISSA M	-	2,712.00	-	-	-	PLAYGROUND INSTRUCTOR
CARDILLO, MACKENZIE G	-	4,777.50	-	-	-	LIFEGUARD
CARDILLO, RACHEL M	-	6,642.27	-	-	-	LIFEGUARD
CELIA, EMILY A	-	786.44	-	-	-	PLAYGROUND INSTRUCTOR
CELIN, WIVENOR R	-	6,507.12	-	-	-	PLAYGROUND INSTRUCTOR
CHARRON, MARY K	-	3,313.13	-	-	-	SWIMMING INSTRUCTORS
CIAMPA, CHARLES E	-	191.25	-	-	-	LIFEGUARD
CLANCY, JAMES A	-	4,897.50	-	-	-	LIFEGUARD

Name	Base	Seasonal	OT	Details	Other	Position
CLANCY, JOHN M	-	5,379.50	-	-	-	ASSISTANT BEACH SUPERVISOR
CLANCY, JULIA G	-	4,626.75	-	-	-	LIFEGUARD
DALY, AOIFFE T	-	3,679.50	-	-	-	ACTIVITIES COORDINATOR
DEMPSEY, MICHAEL	-	8,102.55	-	-	-	ACTIVITIES COORDINATOR
DONNELLY, EMILY A	-	5,272.50	-	-	-	LIFEGUARD
DWYER, PAIGE E	-	18.00	-	-	-	PLAYGROUND INSTRUCTOR
EITELBACH, HUNTER J	-	4,142.38	-	-	-	LIFEGUARD
FERNANDES, JACK W	-	5,204.88	-	-	-	PLAYGROUND INSTRUCTOR
FERREIRA, AEMILIA A	-	4,057.50	-	-	-	LIFEGUARD
FERREIRA, GUINEVERE A	-	3,945.00	-	-	-	LIFEGUARD
FOLEY, ERIN R	-	9,350.00	-	-	-	BEACH SUPERVISOR
FRASER, SUSAN H	66,851.20	-	8,127.52	-	1,660.82	PROGRAM SPECIALIST
GONNELLA, CAMERON J	-	4,012.13	-	-	-	ACTIVITIES COORDINATOR
GONNELLA, FRANCESCA K	-	4,132.50	-	-	-	LIFEGUARD
HALL, JONATHAN II	-	4,225.00	-	-	-	PARKING ATTENDANT
HARLOR, ERIN M	-	3,356.75	-	-	-	ACTIVITIES COORDINATOR
HARRISON, WILLIAM C	-	191.25	-	-	-	LIFEGUARD
HASTINGS, MADDYLINE E	3,695.88	10,587.44	-	-	-	ACTIVITIES COORDINATOR
HAWTHORNE, CHARLOTTE A	-	5,170.50	-	-	-	PARKING ENFORCEMENT OFFICER
HAWTHORNE, ELIZA R	-	7,313.15	-	-	-	ACTIVITIES COORDINATOR
HOYE, MOLLY R	-	3,106.25	-	-	-	PARKING ATTENDANT
JONES, DECLAN M	-	78.75	-	-	-	SWIMMING INSTRUCTORS
JUNG, HANNAH M	-	4,487.25	-	-	-	LIFEGUARD
KELLEY, HALEY M	-	3,952.50	-	-	-	ACTIVITIES COORDINATOR

Name	Base	Seasonal	OT	Details	Other	Position
KRAUS, MOLLY H	-	240.63	-	-	-	PARKING ATTENDANT
LORANGER, MATTHEW T	-	3,565.00	-	-	-	LIFEGUARD
LORANGER, STEVEN T	-	2,875.25	-	-	-	LIFEGUARD
MAGGIONI, ALEXANDER H	-	1,069.50	-	-	-	LIFEGUARD
MARCHESE, KARLEY M	-	3,409.50	-	-	-	ACTIVITIES COORDINATOR
MAROTTA, KAREN A	-	146.88	-	-	-	PARKING ATTENDANT
MASIELLO, JASON J	-	4,341.01	-	-	-	PARKING ENFORCEMENT OFFICER
MCCLEERY, RUFUS S	-	65.63	-	-	-	TENNIS INSTRUCTOR
MCCORMACK, VICTORIA J	-	146.88	-	-	-	PARKING ATTENDANT
MCGOWAN, GRACE E	-	146.88	-	-	-	PARKING ATTENDANT
MCGOWAN, THOMAS L	-	4,785.63	-	-	-	LIFEGUARD
MEEHAN, REAGAN F	-	4,006.75	-	-	-	LIFEGUARD
MOLESKI, ELENA M	-	4,882.50	-	-	-	LIFEGUARD
MONAHAN, JOHN P	-	7,191.00	-	-	-	ASSISTANT BEACH SUPERVISOR
MORAN, KAITLYN E	-	5,181.01	-	-	-	WATERFRONT DIRECTOR
MUNGOVAN, MARTINE C	-	300.00	-	-	-	LIFEGUARD
MURPHY, GERRIT W	11,730.49	-	-	-	-	PROGRAM SPECIALIST
MURPHY, SAMANTHA A	-	3,915.00	-	-	-	LIFEGUARD
O'CONNOR, CAROLINE R	-	146.88	-	-	-	PARKING ATTENDANT
O'CONNOR, KATHLEEN J	-	4,262.50	-	-	-	LIFEGUARD
O'CONNOR, PATRICK J	-	5,178.75	-	-	-	LIFEGUARD
O'CONNOR, THOMAS P	-	4,448.50	-	-	-	LIFEGUARD
PEZZANO, DIANDRA L	-	1,579.50	-	-	-	PLAYGROUND INSTRUCTOR
PIERRE, ALYN	-	6,410.13	-	-	-	PLAYGROUND INSTRUCTOR

Name	Base	Seasonal	OT	Details	Other	Position
QUINN, CASEY	-	5,068.50	-	-	-	LIFEGUARD
QUINN, HUNTER W	-	4,805.00	-	-	-	LIFEGUARD
QUINN, KAEDEN	-	5,223.50	-	-	-	LIFEGUARD
RIDLEY, TREVOR T	-	3,913.75	-	-	-	LIFEGUARD
ROBINSON, DAVID J	405.00	14,638.75	-	-	-	PLAYGROUND DIRECTOR
ROWE, MEREDITH K	-	5,092.50	-	-	-	LIFEGUARD
ROWE, NATHANIEL	-	3,910.00	-	-	-	LIFEGUARD
SADOSKI, ANDREW M	-	1,650.00	-	-	-	ACTIVITIES COORDINATOR
SEISER, ELI M	-	3,421.63	-	-	-	LIFEGUARD
SHEA, MELISSA	-	1,743.75	-	-	-	LIFEGUARD
SMALL, JILLIAN L	-	1,423.22	-	-	-	ACTIVITIES COORDINATOR
SOBCHUK, JACK A	-	5,118.88	-	-	-	LIFEGUARD
SOBCHUK, WILLIAM H	-	4,847.63	-	-	-	LIFEGUARD
SULLIVAN, ABIGAIL C	-	4,614.63	-	-	-	PLAYGROUND INSTRUCTOR
TYLER, MCKENZIE L	-	4,180.75	-	-	-	PARKING ATTENDANT
VAN ESSENDELFT, BECKETT C	-	240.63	-	-	-	PARKING ATTENDANT
VEALE, MATTHEW P	-	2,658.25	-	-	-	LIFEGUARD
VEALE, NICHOLAS J	-	3,975.75	-	-	-	LIFEGUARD
VISCO, NADIA S	-	4,843.75	-	-	-	LIFEGUARD
VUONG, HARRY Q	-	1,269.04	-	-	-	ACTIVITIES COORDINATOR
WALSH, KEVIN E	-	4,402.00	-	-	-	LIFEGUARD
	227,830.17	329,782.57	11,198.80	-	6,460.34	REC & YOUTH DEPARTMENT Total
BAILEY, TIMOTHY J	-	3,476.75	-	-	-	ASSISTANT HARBORMASTER
DONNELLY, EDWARD A	-	1,417.00	-	-	-	HARBOR ASSISTANT
FISH, ALLAN J	-	9,835.50	-	-	-	ASSISTANT HARBORMASTER

Name	Base	Seasonal	OT	Details	Other	Position
MATHEWS, RICHARD A JR	-	10,344.75	-	-	-	ASSISTANT HARBORMASTER
MCPHERSON, LEAH K	465.49	-	-	-	-	BOARD SECRETARY
MORRIS, MICHELLE N	58,494.80	-	-	-	1,519.90	WATERWAYS SPECIALIST
NEISER, WILLIAM F	67,093.12	-	300.69	-	-	DEPUTY HARBORMASTER
PARKER, SAMANTHA E	-	3,216.00	168.00	-	-	ASSISTANT HARBORMASTER
PARNEY, MARK B	1,251.72	-	-	-	-	SUBSTITUTE CUSTODIAN
RENDON, JOHN C	92,489.83	-	-	-	600.00	HARBORMASTER
SPRINGER, BARRY S	-	3,797.50	-	-	-	ASSISTANT HARBORMASTER
TELESMANICK, THOMAS W	49,816.00	-	502.95	-	2,840.80	DOCKHAND
TOLAND, RICHARD M	-	663.75	-	-	-	ASSISTANT HARBORMASTER
ZUZICK, VELNA M	-	3,751.00	-	-	-	ASSISTANT HARBORMASTER
	269,610.96	36,502.25	971.64	-	4,960.70	HARBORMASTER DEPARTMENT Total
ALBEE, BRIAN J	64,251.20	-	3,791.79	-	-	WORKING FOREMAN
BENGSTON, ZACHERY E	46,060.01	-	6,752.82	-	-	HVY EQ OP TRK DR CRAFTSMAN
GARZA, MICHAEL A	-	3,480.00	-	-	-	SEASONAL LABORER
PASQUAROSA, PETER M	-	6,364.50	-	-	-	SEASONAL LABORER
REED, MARK S	-	3,768.00	1,092.00	-	-	SEASONAL LABORER
THIBEAULT, MARC N	-	2,524.50	-	-	-	SEASONAL LABORER
VIERA, ALEXANDER P	-	8,339.00	220.88	-	-	SEASONAL LABORER
	110,311.21	24,476.00	11,857.49	-	-	PARK/HWY DEPARTMENT Total
AGNES, DELANEY R	-	2,823.39	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
ALEXANDER, STEPHEN C	-	1,812.00	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
BARRETT, WILLIAM H	-	1,872.00	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
BOSWORTH, MARK W	5,252.02	-	-	-	-	SUBSTITUTE CUSTODIAN

Name	Base	Seasonal	OT	Details	Other	Position
CANTO, JUSTUS B	-	1,859.00	-	-	-	GOLF MAINTENANCE
CARPENTER, WILLIAM G	-	1,676.14	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
CLAPTON, MARTIN G	-	8,349.75	-	-	-	GOLF MAINTENANCE
CLARKE, PAUL J	-	810.76	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
CONVERSE, GEOFFREY M	-	5,818.65	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
COSKER, WILLIAM F	-	19,607.63	1,914.02	-	-	GOLF ASSISTANT
CRONIN, JOHN P	-	920.02	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
DAMON, DEAN A	43,037.21	-	5,084.59	-	483.33	GREENSKEEPER 1
DESO-DAVENPORT, NOAH L	-	667.00	-	-	-	GOLF MAINTENANCE
DIGIROLAMO, NICHOLAS A	-	1,656.03	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
DOMOS, PAMELA R	50,851.84	-	213.92	-	3,401.11	EXECUTIVE ASST
DONOVAN, ROBERT E	63,564.80	-	6,975.32	-	2,792.59	ASST GOLF SUPERINTENDANT
FAGAN, RICHARD J	-	32,250.00	-	-	8,736.00	GOLF OPERATIONS MGR. SEASONAL
FERNANDEZ, SHAWN M	91,627.13	-	-	-	11,790.08	GOLF SUPERINTENDENT
FLAHERTY, PETER M	-	4,840.63	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
GALANIS, GREGORY L	-	2,314.00	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
GALEOTA, RALPHE	-	5,205.50	-	-	-	GOLF MAINTENANCE
GOFF, WILLIAM F	-	12,521.25	30.38	-	-	GOLF MAINTENANCE
GREENWOOD, WILSON JR	-	1,059.00	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
GREER, ROMAN S	83,085.37	-	-	-	3,432.00	GOLF DIRECTOR
GRISOLIA, RICHARD D	-	4,715.75	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
HANDLER, ROBERT	-	1,887.00	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
HARRIS, ADRIAN S	-	2,463.00	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
HARTSFIELD, PATTI L	-	2,019.00	-	-	-	GOLF UTILITY PERSON (OPERATIONS)

Name	Base	Seasonal	OT	Details	Other	Position
HRISTOV, HRISTO D	-	14,300.00	2,128.13	-	-	GOLF MAINTENANCE
HULL, JOHN R	-	1,282.27	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
JAZWINSKI, EDWIN A	-	19,879.50	1,718.26	-	-	GOLF ASSISTANT
JOHNSON, GEORGE R JR.	-	4,600.00	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
JOHNSON, LAWRENCE P	-	5,721.00	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
KELLEY, EDWARD J	-	4,231.25	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
KILMURRAY, MARK S	-	15,062.50	1,846.88	-	-	GOLF MAINTENANCE
KUHL, JAMES W	-	5,277.00	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
LABELLE, RYAN J	-	2,581.25	-	-	-	GOLF MAINTENANCE
LANGLOIS, DEAN W	52,291.20	-	5,782.20	-	3,737.47	GREENSKEEPER 2
LAVIERI, JOSEPH L	-	4,859.38	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
LOCKHART, RYAN M	-	1,084.38	-	-	-	GOLF ASSISTANT
MCALLISTER, MICHAEL E	-	1,693.75	-	-	-	GOLF ASSISTANT
MCCARTHY, JOHN W	-	4,353.85	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
MELLO, PAUL R	52,291.20	-	6,234.72	-	575.00	MECHANIC-GOLF
MILLIGAN, LAUREN T	-	1,137.00	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
MINER, JOSHUA W	-	3,810.00	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
NASH, ERWIN R	-	6,886.67	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
NICHOLS, SCOTT F	-	1,155.75	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
NUZZO, ANTHONY R	-	531.88	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
O'CALLAGHAN, JONATHAN A	-	1,201.78	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
O'DONNELL, ALLISON L	-	2,052.00	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
O'DONNELL, EMILY N	-	1,836.00	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
O'DONNELL, MATTHEW D	-	2,794.50	121.50	-	-	GOLF MAINTENANCE

Name	Base	Seasonal	OT	Details	Other	Position
PAGE, DENNIS B	-	3,699.00	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
PAVLAKIS, CHRISTIAN P	-	2,622.00	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
RAE, HALEY B	-	3,494.76	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
REYNARD, TUCKER C	-	1,385.76	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
REYNOLDS, DONALD E	-	8,984.25	-	-	-	GOLF MAINTENANCE
RODRIGUES, ANTHONY	-	4,394.75	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
RYAN, MACKENZIE P	-	2,284.88	-	-	-	GOLF ASSISTANT
RYDER, RAIN C	57,678.44	-	6,585.93	-	1,176.78	GOLF FOREMAN
SERIJAN, MICHAEL T	39,518.72	-	308.56	-	350.00	OFFICE ASSISTANT
SIMS, FRANCIS X	-	6,923.76	-	-	-	GOLF ASSISTANT
SPELMAN, JOHN D	-	7,039.91	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
ST PIERRE, COLLEEN M	-	9,777.46	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
STEIDEL, ARTHUR H	-	5,839.01	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
TOMASIAN, THOMAS III	-	6,156.40	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
VARZEAS, KIM M	-	9,038.25	-	-	-	GOLF MAINTENANCE
WALKER, NATHANIEL C	-	3,159.00	364.50	-	-	GOLF MAINTENANCE
WARNER, GRANT E	-	1,978.00	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
WHITSED, JACK C	-	1,266.00	-	-	-	GOLF UTILITY PERSON (OPERATIONS)
	539,197.93	301,522.40	39,308.91	-	36,474.36	GOLF OPERATIONS Total
GRAND TOTAL	14,015,565.52	752,492.93	2,211,445.79	861,520.01	776,696.80	18,617,721.05

Citizens Committee Vacancy Form

Volunteer Now - Serve Your Community

Town government needs citizens who are willing to give time in the service of their community. This form was adopted by the Selectmen as a means of compiling names of interested citizens to serve, on a voluntary basis, on Boards and Committees and Commissions

Vacancy Forms are updated to include categories consistent with the changing needs of the Town. Indicate your order of preference and return this form to:

CITIZEN'S COMMITTEE VACANCY FORM BOARD OF SELECTMEN 732 Main Street, Harwich, MA 02645

Name _____

Street/P.O. Box _____

Town _____ ZIP _____

Occupation _____

Email _____

Telephone _____

LIST IN ORDER OF PREFERENCE

PLANNING AND PRESERVATION

OTHER

- | | |
|---|---|
| <input type="checkbox"/> Agricultural Commission
<input type="checkbox"/> *Board of Appeals
<input type="checkbox"/> Brooks Academy Museum Commission
<input type="checkbox"/> Building Code Board of Appeals
<input type="checkbox"/> Bylaw/Charter Review Committee
<input type="checkbox"/> Community Preservation Committee
<input type="checkbox"/> *Conservation Commission
<input type="checkbox"/> Cultural Council
<input type="checkbox"/> Historical/Historic District Commission
<input type="checkbox"/> *Planning Board
<input type="checkbox"/> Real Estate, Open Space Committee
<input type="checkbox"/> Town Forest Committee
<input type="checkbox"/> Traffic Safety Committee
<input type="checkbox"/> Trail Committee
<input type="checkbox"/> Harwich Energy Committee
<input type="checkbox"/> OTHER _____ | <input type="checkbox"/> Affordable Housing Trust
<input type="checkbox"/> *Board of Assessors
<input type="checkbox"/> *Board of Health
<input type="checkbox"/> Capital Outlay Committee
<input type="checkbox"/> Cemetery Commission
<input type="checkbox"/> Community Center Facilities Committee
<input type="checkbox"/> Constable
<input type="checkbox"/> Council on Aging
<input type="checkbox"/> Finance Committee
<input type="checkbox"/> Harwich Accessibility Rights Committee
<input type="checkbox"/> Harwich Center Initiative Committee
<input type="checkbox"/> Harwich Housing Committee
<input type="checkbox"/> Herring Supervisor (Voluntary)
<input type="checkbox"/> Shellfish Constable (Voluntary)
<input type="checkbox"/> Treasure Chest Committee
<input type="checkbox"/> Voter Information Committee
<input type="checkbox"/> Wastewater Support Committee
<input type="checkbox"/> Youth Services Committee |
|---|---|

RECREATION

- ☐ Bikeways Committee
☐ Golf Committee
☐ Recreation & Youth Commission
☐ Waterways Committee

*** Please include a resume with form**